

Thursday, May 28, 2020 5:00 PM

Agenda

Morongo Basin Transit Authority

Regular Board Meeting Board of Directors

The Morongo Basin Transit Authority encourages your participation in this meeting; however, in order to minimize the spread of the COVID-19 virus, we ask that you join the meeting via Zoom by calling #669-900-6833 Meeting ID: 960 4578 7046 Password: 195342 or by video <https://zoom.us/j/96045787046>.

If you choose not to attend the MBTA meeting but wish to make a public comment and/or a comment on a specific agenda item, please submit your comment via email by 3 p.m. on Thursday May 28, to the Assistant Board Secretary at cheri@mbtabus.com. Your comments will be distributed to the MBTA Chair and every effort will be made to read your comment into the record. Comments read will be timed and limited to three minutes. All comments should be a maximum of 500 words, which corresponds to approximately three minutes of speaking time.

Call to Order

Directors

Jeff Drozd, Chair

Merl Abel

Ellen Jackman

Dawn Rowe (Mark Lundquist Designee)

Karmollette O'Gilvie

Ben Sasnett

McArthur Wright

Officers

Mark Goodale, Board Secretary

Cheri Holsclaw, Assistant Secretary



Morongo Basin Transit Authority

MORONGO BASIN TRANSIT AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 28, 2020 5:00PM
62405 Verbena Road
Joshua Tree, CA 92252

AGENDA

1.0 CALL TO ORDER

ROLL CALL: Board Members: Abel, Jackman, Lundquist, O’Gilvie, Sasnett,
Wright and Chairman Drozd

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

4.1 This is a time for comments from the Public on any subject not on the agenda. The Brown Act prohibits the MBTA Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.

4.2 Public comments on specific agenda items will be deferred until consideration of the item on the agenda. Comment time is limited to three minutes.

5.0 CONSENT CALENDAR—All matters listed under the Consent Calendar are to be considered routine by the MBTA Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

5.1 Minutes of the March 26, 2020 Board Meeting
Staff Recommendation: Approve Minutes

5.2 Treasurer’s Report for February and March 2020
Staff Recommendation: Approve Treasurer’s Reports

- 5.3 Warrant Register through April 30, 2020
Staff Recommendation: Approve Warrant Register
- 5.4 Ridership Reports
Staff Recommendation: Receive and discuss as necessary
- 5.5 Financial Reports
Staff Recommendation: Receive and discuss as necessary
- 5.6 Administration Report
Staff Recommendation: Receive and discuss as necessary
- 5.7 Operations Report
Staff Recommendation: Receive and discuss as necessary
- 5.8 LCTOP Bus Stop Improvements Project
Staff Recommendation: Adopt Resolution 20-04
- 5.9 Renewal of Pacific Western Bank Credit Line
Staff Recommendation: Adopt Resolution 20-05

ACTION: Move_____ 2nd_____ Roll Call Vote

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

- 8.1 Revisions to FY20 Budget
Staff Recommendation: Approve Revisions to FY20 Budget

ACTION: Move_____ 2nd_____ Roll Call Vote

- 8.2 FY 2020/21 Draft MBTA Operating and Capital Budgets
Staff Recommendation: Review, Discuss & Provide Direction to Staff (No Action)

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 BOARD MEMBER COMMENTS - This is the time for comments from the Board members on any subject.

12.0 ADJOURNMENT The next board meeting will be scheduled on Thursday, June 25, 2020 at 5:00PM at the MBTA Joshua Tree Operations Center.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

It is the intention of the Morongo Basin Transit Authority to comply with the Americans with Disabilities Act in all respects. If you have a disability and need accommodation to participate in the meeting, please call the Assistant Board Secretary at 760-366-2986 for assistance so the necessary arrangements can be made.

Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. All written materials relating to an agenda item to be discussed in open session of a regular meeting are distributed within 72 hours prior to the meeting and will be made available for public inspection. Documents may be viewed at 62405 Verbena Rd, Joshua Tree, CA 92252, from 8AM to 5PM Monday thru Friday, except legal holidays. Telephone inquiries may be made at 760-366-2985. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the Morongo Basin Transit Authority at, or prior to, the public meeting.

This agenda is certified to have been posted on or before May 22, 2020 at 5:00 P.M.




Cheri Holsclaw, Assistant Board Secretary



Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Minutes of the March 26, 2020 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.1

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, March 26, 2020 5:00PM

Conference Call: (425) 436-6302

ACTION MINUTES

- 1.0 CALL TO ORDER** – Chairman Drozd called the meeting to order at 5:04pm.

ROLL CALL - On call of the roll the following Board Members were present:
Merl Abel, Ellen Jackman, Mark Lundquist, Karmollette O’Gilvie, McArthur Wright and Jeff Drozd.

- 2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS**

- 2.1 Matt Atkins, Operations Manager, recognized Daniel Betham as the Employee for the 4th Quarter for 2019. Daniel worked for MBTA from 2005-2014 as Coach Operator and Supervisor and was rehired in 2017. Daniel was recognized for his hard work and dedication. Due to unforeseen personal circumstances, he voluntarily resigned on March 4th.

- 3.0 CLOSED SESSION**

NONE

- 4.0 PUBLIC COMMENTS**

Rick Benson requested transportation earlier now that Stater Bros and Walmart were opening earlier for Seniors. Mark informed the board that the answer to his request can be found on our website or by calling our dispatch office.

- 5.0 CONSENT CALENDAR**

- 5.1 Minutes of the December 12, 2019 Board Meeting
- 5.2 Treasurer’s Reports for November 2019, December 2019 and January 2020
- 5.3 Warrant Register through February 29, 2020
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 Administration Report
- 5.7 Operations Report
- 5.8 Audited Financial Report Fiscal Year Ended June 30, 2019

- 5.9 Transportation Reimbursement Escort Program (TREP) Update
- 5.10 LCTOP Support Vehicle
- 5.11 LCTOP CMC Student Fare Subsidy Project
- 5.12 LCTOP Bus Stop Improvement Project
- 5.13 Authorization to Dispose of Vehicles at Auction
- 5.14 PTMISEA Vehicle Purchase

ACTION: Board Member Abel moved to approve the Consent Calendar (items 5.1 - 5.14); seconded by Board Member Wright: passed by Roll Call Vote (6-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 Election of Vice Chair for Calendar Year 2020

Mark Goodale explained past practices of nominating the Chair and Vice Chair. Mark Goodale acknowledged Rick Benson's inquiry on how to represent the public by saying that information would be in the next agenda item.

ACTION: Chairman Drozd nominated Board Member Wright for Vice-Chair; seconded by Board Member Jackman; passed by Roll Call Vote (6-0).

8.2 Election of Member "At-Large" for Calendar Year 2020 and 2021

Mark Goodale informed the Board that MBTA advertised the Member "At-Large" position in the local newspapers during the month of December and received one response indicating interest. Rick Benson requested a sit down with Ben Sasnett to discuss representing the public.

ACTION: Board Member Abel nominated Ben Sasnett as Member "At-Large"; seconded by Board Member Lundquist: passed by Roll Call Vote (6-0).

8.3 MBTA Sub Committee Assignments

Mark Goodale requested that Board Members discuss and assign members. Chairman Drozd asked about the new Management Oversight Committee, to which Mark explained the committee would be oversight of the General Manager's evaluations and any contract renewals. Discussion ensued between board members volunteering on committees.

ACTION: Board Member Wright moved to replace Board Member Mintz with Board Member O’Gilvie, add Board Members Lundquist and Abel to the Management Oversight committee and keep all other current assignments as is; seconded by Board Member O’Gilvie: passed by Roll Call Vote (7-0).

9.0 GENERAL MANAGER UPDATE

Mark Goodale provided details on all the efforts being made for Covid-19, including Ready Ride running as normal and fares free on local routes.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Board Member Lundquist requested further information on the TREP program.

11.0 BOARD MEMBER COMMENTS

Board Member Abel thanked Ben for continuing to serve and congratulated Board Member Wright on Vice Chair. He also shared his appreciation for staff’s quick response to the graffiti.

Board Member Jackman welcomed Karmollette O’Gilvie to the Board. She also thanked Rick Benson for his comments, Mark for his detailed comments and staff for the extra efforts for the meeting. She also congratulated Daniel on Employee of the Quarter.

Board Member O’Gilvie shared that she had been watching MBTA for years and was proud to be on the Board.

Board Member Wright appreciated the comments from the public.


12.0 ADJOURNMENT

The conference call adjourned at 6:01pm Thursday, March 26, 2020.

Respectfully submitted,


Cheri Holsclaw, Asst. Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Treasurer's Report for February and March 2020

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

ITEM 5.2

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
March 31, 2020

Beginning Balance:	February 29, 2020	4,002,826
Receipts		1,259,098
Disbursements		701,881
Interest Received		<u>138</u>
Ending Balance:	March 31, 2020	<u>4,560,180</u>


LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 80,973	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees *	\$ 1,484,846	\$ -	0.00%
Union Bank	\$ 848,399	\$ -	0.00%
Pacific Western Bank	\$ 167,350	\$ -	0.00%
LAIF	\$ 867,592	\$ -	0.00%
US Bank PTMISEA	\$ 926,959	\$ -	0.00%
US Bank LCTOP	\$ 96,824	\$ -	0.00%
US Bank SGR (SB1)	\$ 87,237	\$ -	0.00%
	<u>\$</u>	<u>\$ -</u>	0.00%
TOTAL INVESTMENTS	<u>\$ 4,560,180</u>	<u>\$ -</u>	

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
February 29, 2020

Beginning Balance:	January 31, 2020	4,157,771
Receipts		321,991
Disbursements		477,228
Interest Received		<u>291</u>
Ending Balance:	February 29, 2020	<u>4,002,825</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 81,462	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees *	\$ 1,526,635	\$ -	0.00%
Union Bank	\$ 486,072	\$ -	0.00%
Pacific Western Bank	\$ 62,955	\$ -	0.00%
LAIF	\$ 709,592	\$ -	0.00%
US Bank PTMISEA	\$ 926,907	\$ -	0.00%
US Bank LCTOP	\$ 104,624	\$ -	0.00%
US Bank SGR (SB1)	\$ 104,579	\$ -	0.00%
	<u>\$</u>	-	0.00%
TOTAL INVESTMENTS	<u>\$ 4,002,826</u>	<u>\$ -</u>	

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020

RE: Warrant Register through April 30, 2020

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

ITEM 5.3

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

Date	Num	Name	Memo	Amount
03/02/2020	43741	BEN SASNETT	BOARD MEETING STIPEND	-100.00
03/02/2020	43742	NOEMI ADDERLEY	MILEAGE	-52.33
03/02/2020	43743	HECTOR MANZANO	EMPLOYEE EXPENSE	-30.00
03/02/2020	43744	GARY COOPER	HRA REIMBURSEMENT	-252.00
03/02/2020	43745	WILLIAM STARCK, II	HRA	-364.21
03/02/2020	43746	ROY DAVIS	HRA REIMBURSEMENT	-30.50
03/02/2020		ELLEN JACKMAN	BOARD MEETING STIPEND	-100.00
03/02/2020		JEFF DROZD	BOARD MEETING STIPEND	-100.00
03/02/2020		McARTHUR WRIGHT	BOARD MEETING STIPEND	-100.00
03/03/2020		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
03/04/2020	43747	[EMPLOYEE]	WAGES	-98.09
03/05/2020	43748	ROBERT WHENNEN	TRAINING/MEETING	-85.00
03/05/2020	43749	LYDIA BOYER	TRAINING/MEETING	-70.00
03/05/2020	43750	MATTHEW ATKINS	TRAINING/MEETING	-70.00
03/05/2020	43751	PATRICK FERREE	TRAINING/MEETING	-70.00
03/05/2020		CALPERS HEALTH/RETIREMENT	MARCH HEALTH INSURANCE	-20,607.18
03/06/2020	43752	MELANIQUE DUBOSE	HRA REIMBURSEMENT	-400.00
03/06/2020	43753	US BANK	CREDIT CARD PYMT	-2,655.18
03/06/2020	43754	PATRICK FERREE	UNIFORM REIMBURSEMENT	-199.30
03/06/2020	43755	AT&T MOBILITY	TELEPHONE	-49.51
03/06/2020	43756	AVALON URGENT CARE	EMPLOYEE EXPENSE	-200.00
03/06/2020	43757	BELTZ	UTILITIES	-119.07
03/06/2020	43758	BROADLUX INC.	CNG MAINTENANCE	-662.00
03/06/2020	43759	BURRTEC	UTILITIES	-69.55
03/06/2020	43760	CARQUEST - YUCCA VALLEY	PARTS	-136.70
03/06/2020	43761	CREATIVE BUS SALES - PARTS	PARTS	-521.70
03/06/2020	43762	HI DESERT PUBLISHING	MARKETING	-893.52
03/06/2020	43763	HI DESERT WATER DISTRICT	UTILITIES	-33.57
03/06/2020	43764	JOSHUA BASIN WATER DISTRICT	UTILITIES	-1,233.85
03/06/2020	43765	NAPA	PARTS	-98.42
03/06/2020	43766	PALM SPRINGS MOTORS	PARTS	-148.94
03/06/2020	43767	PARKHOUSE TIRES	TIRES	-1,120.63
03/06/2020	43768	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-259.64
03/06/2020	43769	QUILL CORPORATION	OFFICE SUPPLIES	-420.67
03/06/2020	43770	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-455.00
03/06/2020	43771	TROPHY EXPRESS	EMPLOYEE EXPENSE	-28.39
03/06/2020	43772	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-127.62
03/06/2020	43773	VOYAGER	FUEL	-661.55
03/06/2020	43774	BURRTEC	UTILITIES	-226.31
03/06/2020	43775	QUILL CORPORATION	OFFICE SUPPLIES	-82.92
03/10/2020	43776	CLEAN ENERGY	CNG MAINTENANCE	-1,758.90
03/10/2020	43777	JOE MEER	HRA & MILEAGE	-235.85
03/10/2020	43778	RENEE PAYNE	EMPLOYEE EXPENSE	-100.00
03/10/2020		RUTAN & TUCKER, LLP	VOID CHECK #42932	2,317.00

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

03/10/2020	ARCO	FUEL	-342.17
03/10/2020	SOUTHERN CALIFORNIA EDISON	UTILITIES	-4,635.66
03/11/2020	PRECISION GARAGE DOORS & GATES	VOID CHECK #40633	299.00
03/13/2020	PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-49,326.76
03/13/2020	PAYCHEX	PAYROLL FEES	-336.41
03/13/2020	PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-9,011.72
03/13/2020	CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-4,502.09
03/13/2020	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,763.02
03/13/2020	ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-99.50
03/13/2020	[EMPLOYEE]	WAGES	-758.31
03/13/2020	[EMPLOYEE]	WAGES	-1,293.85
03/13/2020	[EMPLOYEE]	WAGES	-1,173.99
03/13/2020	[EMPLOYEE]	WAGES	-532.10
03/13/2020	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-2,965.86
03/15/2020	VISION SERVICE PLAN	VISION INSURANCE	-505.76
03/17/2020	43779 MATTHEW ATKINS	MILEAGE	-171.93
03/17/2020	43780 C & S ELECTRICAL	OUTSIDE SERVICES	-355.00
03/17/2020	43781 CHARLES ABBOTT & ASSOCIATES INC.	CAPITAL TO BE REIMB	-1,430.00
03/17/2020	43782 CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-6,706.95
03/17/2020	43783 CREATIVE BUS SALES - PARTS	PARTS	-52.35
03/17/2020	43784 DESERT ARC	OUTSIDE SERVICES	-247.00
03/17/2020	43785 FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-441.25
03/17/2020	43786 FRONTIER COMMUNICATIONS	TELEPHONE	-189.75
03/17/2020	43787 IMAGE SOURCE	LEASE	-198.51
03/17/2020	43788 KCDZ	MARKETING	-940.00
03/17/2020	43789 NAPA	PARTS	-293.46
03/17/2020	43790 PREFERRED BENEFIT	DENTAL INSURANCE	-1,776.90
03/17/2020	43791 PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-100.30
03/17/2020	43792 QUILL CORPORATION	OFFICE SUPPLIES	-71.09
03/17/2020	43793 RUSSELL AIR CONDITIONING INC.	VOID:	0.00
03/17/2020	43794 SAFETY-KLEEN	FLUIDS	-1,479.29
03/17/2020	43795 THE GAS COMPANY	FUEL	-7,078.03
03/17/2020	43796 YUCCA RENTAL	PARTS	-329.00
03/17/2020	43797 COPPER MOUNTAIN BROADCASTING	MARKETING	-480.00
03/20/2020	TREP	MILEAGE REIMBURSEMENTS	-2,958.54
03/25/2020	43798 JOE MEER	MILEAGE	-74.75
03/25/2020	43799 FRONTIER COMMUNICATIONS	TELEPHONE	-60.00
03/25/2020	43800 FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
03/25/2020	43801 FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
03/25/2020	43802 FRONTIER COMMUNICATIONS	TELEPHONE	-975.96
03/25/2020	43803 FRONTIER COMMUNICATIONS	TELEPHONE	-19.95
03/25/2020	43804 CARQUEST - YUCCA VALLEY	PARTS	-100.97
03/25/2020	43805 CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
03/25/2020	43806 FRONTIER COMMUNICATIONS	TELEPHONE	-169.07
03/25/2020	43807 IMAGE SOURCE	LEASE	-399.00
03/25/2020	43808 PALM SPRINGS MOTORS	PARTS	-814.11
03/25/2020	43809 PARKHOUSE TIRES	TIRES	-168.25

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

03/25/2020	43810	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-120.00
03/25/2020	43811	QUILL CORPORATION	OFFICE SUPPLIES	-146.07
03/25/2020	43812	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-909.22
03/25/2020	43813	SPECTRUM	TELEPHONE	-404.47
03/25/2020	43814	THE GAS COMPANY	UTILITIES	-15.78
03/27/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-47,349.34
03/27/2020		PAYCHEX	PAYROLL FEES	-353.66
03/27/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-8,074.42
03/27/2020		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-4,662.28
03/27/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,618.45
03/27/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH - SHERIFF	-253.63
03/27/2020		[EMPLOYEE]	WAGES	-888.66
03/27/2020		[EMPLOYEE]	WAGES	-1,285.71
03/27/2020		[EMPLOYEE]	WAGES	-1,044.60
03/27/2020		[EMPLOYEE]	WAGES	-713.78
03/27/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-2,730.26
03/30/2020		ELLEN JACKMAN	BOARD MEETING STIPEND	-100.00
03/30/2020		JEFF DROZD	BOARD MEETING STIPEND	-100.00
03/30/2020		MARK LUNDQUIST	BOARD MEETING STIPEND	-100.00
03/30/2020		McARTHUR WRIGHT	BOARD MEETING STIPEND	-100.00
03/30/2020		MERL ABEL	BOARD MEETING STIPEND	-100.00
03/31/2020	43815	KARMOLETTE O'GILVIE	BOARD MEETING STIPEND	-100.00
03/31/2020	43816	BEN SASNETT	BOARD MEETING STIPEND	-100.00
03/31/2020	43817	VALERIE LIESENFELT	HRA REIMBURSEMENT	-509.53
03/31/2020	43818	BLAS CRUZ	HRA REIMBURSEMENT	-148.60
03/31/2020	43819	DOUG HUNTER	HRA REIMBURSEMENT	-15.00
03/31/2020	43820	ANNA JUNKER	HRA REIMBURSEMENT	-521.82
03/31/2020	43821	PATRICK FERREE	HRA REIMBURSEMENT	-531.49
03/31/2020	43822	GEORGE HALLAS	HRA REIMBURSEMENT	-39.63
03/31/2020	43823	CYNTHIA LOPEZ	HRA REIMBURSEMENT	-88.89
03/31/2020	43824	MELANIQUE DUBOSE	HRA REIMBURSEMENT	-48.75
03/31/2020	43825	MARK GOODALE	HRA	-97.00
03/31/2020	43826	LESLIE NORTH	HRA	-548.72
03/31/2020	43827	WILLIAM STARCK, II	HRA	-219.75
03/31/2020	43828	GARY COOPER	HRA REIMBURSEMENT	-318.00
03/31/2020	43829	ROY DAVIS	HRA REIMBURSEMENT	-144.60
03/31/2020	43830	ANDREW BERNSTEIN	HRA REIMBURSEMENT	-110.00
03/31/2020	43831	KATHY CHRISTENSEN	UNIFORM REIMBURSEMENT	-47.67
03/31/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-16.32
03/31/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-45.29
04/02/2020	43832	NOEMI ADDERLEY	MILEAGE	-52.33
04/02/2020	43833	AT&T MOBILITY	TELEPHONE	-49.86
04/02/2020	43834	BROADLUX INC.	CNG MAINTENANCE	-662.00
04/02/2020	43835	BURRTEC	UTILITIES	-295.86
04/02/2020	43836	CREATIVE BUS SALES - PARTS	PARTS	-117.96
04/02/2020	43837	IBI GROUP	CAPITAL TO BE REIMB	-1,306.31
04/02/2020	43838	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-125.00

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

04/02/2020	43839	NAPA	PARTS	-254.43
04/02/2020	43840	PALM SPRINGS MOTORS	PARTS	-223.42
04/02/2020	43841	SAFETY-KLEEN	FLUIDS	-794.85
04/02/2020	43842	ULINE	FACILITY SUPPLIES	-189.76
04/02/2020	43843	VOYAGER	FUEL	-3,554.63
04/02/2020	43844	XEROX CORPORATION	LEASE	-173.61
04/02/2020	43845	CALTIP	INSURANCE	-67,925.77
04/02/2020	43846	CSAC EXCESS INSURANCE	INSURANCE	-15,472.00
04/02/2020	43847	US BANK	CREDIT CARD PYMT	-3,130.02
04/02/2020	43848	KATHY CHRISTENSEN	UNIFORM REIMBURSEMENT	-21.72
04/02/2020	43849	JOSE GIRON	HRA REIMBURSEMENT	-207.30
04/02/2020	43850	HI DESERT WATER DISTRICT	UTILITIES	-67.53
04/02/2020	43851	JOSHUA BASIN WATER DISTRICT	UTILITIES	-1,136.03
04/02/2020	43852	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-1,925.00
04/02/2020	43853	SUNNY AND SONS	OUTSIDE SERVICES	-65.00
04/03/2020		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
04/10/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-50,184.37
04/10/2020		PAYCHEX	PAYROLL FEES	-335.11
04/10/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-8,700.48
04/10/2020		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-4,808.04
04/10/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,790.95
04/10/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH - SHERIFF	-270.55
04/10/2020		[EMPLOYEE]	WAGES	-876.19
04/10/2020		[EMPLOYEE]	WAGES	-1,287.05
04/10/2020		[EMPLOYEE]	WAGES	-985.05
04/10/2020		[EMPLOYEE]	WAGES	-685.80
04/10/2020		CALPERS HEALTH/RETIREMENT	APRIL HEALTH INSURANCE	-20,607.18
04/10/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,192.26
04/14/2020	43854	MELANIQUE DUBOSE	HRA REIMBURSEMENT	-274.80
04/14/2020	43855	MARK GOODALE	HRA	-70.00
04/14/2020	43856	ACE ALTERNATORS	PARTS	-635.00
04/14/2020	43857	BELTZ	UTILITIES	-119.07
04/14/2020	43858	C & S ELECTRICAL	CAPITAL TO BE REIMB	-1,925.00
04/14/2020	43859	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-406.25
04/14/2020	43860	FRONTIER COMMUNICATIONS	TELEPHONE	-188.99
04/14/2020	43861	HI DESERT PUBLISHING	MARKETING	-930.02
04/14/2020	43862	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
04/14/2020	43863	PALM SPRINGS MOTORS	PARTS	-630.33
04/14/2020	43864	PARKHOUSE TIRES	TIRES	-3,613.49
04/14/2020	43865	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-314.85
04/14/2020	43866	QUILL CORPORATION	OFFICE SUPPLIES	-190.24
04/14/2020	43867	THE GAS COMPANY	FUEL	-6,089.53
04/14/2020	43868	VALLEY INDEPENDENT PRINTING	PRINTING	-378.45
04/14/2020	43869	YUCCA AUTO BODY	PARTS	-9,279.29
04/14/2020		ARCO	FUEL	-379.56
04/14/2020		SOUTHERN CALIFORNIA EDISON	UTILITIES	-4,342.69
04/15/2020		VISION SERVICE PLAN	VISION INSURANCE	-483.02

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

04/16/2020	43870	GARY COOPER	UNIFORM REIMBURSEMENT	-43.53
04/16/2020	43871	DON CATLETT	MILEAGE	-17.25
04/16/2020	43872	TRILLIUM SOLUTIONS, INC	PROFESSIONAL FEES	-2,500.00
04/21/2020	43873	ANNA JUNKER	SAFETY INCENTIVE	-100.00
04/21/2020	43874	RENEE PAYNE	SAFETY INCENTIVE	-100.00
04/21/2020	43875	BLAS CRUZ	SAFETY INCENTIVE	-100.00
04/21/2020	43876	ROBERT WHENNEN	SAFETY INCENTIVE	-100.00
04/21/2020	43877	ANDREW BERNSTEIN	SAFETY INCENTIVE	-100.00
04/21/2020	43878	DOUG HUNTER	SAFETY INCENTIVE	-100.00
04/21/2020	43879	CHRISTOPHER RASMUSSEN	SAFETY INCENTIVE	-100.00
04/21/2020	43880	LINDA STREICH	SAFETY INCENTIVE	-100.00
04/21/2020	43881	RAUL MARQUEZ	SAFETY INCENTIVE	-100.00
04/21/2020	43882	MICHELLE WEISS	SAFETY INCENTIVE	-100.00
04/21/2020	43883	DAWN BOSTROM	SAFETY INCENTIVE	-100.00
04/21/2020	43884	JOSE GIRON	SAFETY INCENTIVE	-100.00
04/21/2020	43885	KATHY CHRISTENSEN	SAFETY INCENTIVE	-100.00
04/21/2020	43886	KRISTEN KOHER	SAFETY INCENTIVE	-100.00
04/21/2020	43887	WILLIAM STARCK, II	SAFETY INCENTIVE	-100.00
04/21/2020	43888	ADAH MARTINEZ	SAFETY INCENTIVE	-100.00
04/21/2020	43889	GARY COOPER	SAFETY INCENTIVE	-100.00
04/21/2020	43890	KIMBERLY BERNARD	SAFETY INCENTIVE	-100.00
04/21/2020	43891	LARRY MALBROUGH	SAFETY INCENTIVE	-100.00
04/21/2020	43892	GEORGE HALLAS	SAFETY INCENTIVE	-100.00
04/21/2020	43893	LESLIE NORTH	SAFETY INCENTIVE	-100.00
04/21/2020	43894	LAUN HANSON	SAFETY INCENTIVE	-100.00
04/21/2020	43895	LYDIA BOYER	SAFETY INCENTIVE	-100.00
04/21/2020	43896	TERESA DELLINGER	SAFETY INCENTIVE	-100.00
04/21/2020	43897	JUTTA BANERJEE	SAFETY INCENTIVE	-100.00
04/21/2020	43898	PAULA BALDWIN	SAFETY INCENTIVE	-100.00
04/21/2020	43899	VALERIE LIESENFELT	SAFETY INCENTIVE	-100.00
04/21/2020	43900	CYNTHIA LOPEZ	SAFETY INCENTIVE	-100.00
04/21/2020	43901	MELANIQUE DUBOSE	SAFETY INCENTIVE	-100.00
04/21/2020	43902	NOEMI ADDERLEY	SAFETY INCENTIVE	-100.00
04/21/2020	43903	PATRICK FERREE	SAFETY INCENTIVE	-100.00
04/21/2020	43904	MATTHEW ATKINS	SAFETY INCENTIVE	-100.00
04/21/2020	43905	CHERI HOLSCRAW	SAFETY INCENTIVE	-100.00
04/21/2020	43906	MARK GOODALE	SAFETY INCENTIVE	-100.00
04/21/2020	43907	DON CATLETT	SAFETY INCENTIVE	-100.00
04/21/2020	43908	JAMES MITCHELL	SAFETY INCENTIVE	-100.00
04/21/2020	43909	ROBERT ARVIZU	SAFETY INCENTIVE	-100.00
04/23/2020	43910	CARQUEST - YUCCA VALLEY	PARTS	-423.73
04/23/2020	43911	CHARLES ABBOTT & ASSOCIATES INC.	CAPITAL TO BE REIMB	-1,592.50
04/23/2020	43912	CLEAN ENERGY	CNG MAINTENANCE	-12,689.95
04/23/2020	43913	COPPER MOUNTAIN BROADCASTING	MARKETING	-528.00
04/23/2020	43914	CREATIVE BUS SALES - PARTS	PARTS	-1,257.46
04/23/2020	43915	DESERT ARC	OUTSIDE SERVICES	-247.00
04/23/2020	43916	FRONTIER COMMUNICATIONS	TELEPHONE	-53.51

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of April 30, 2020

04/23/2020	43917	PALM SPRINGS MOTORS	PARTS	-454.38
04/23/2020	43918	PREFERRED BENEFIT	DENTAL INSURANCE	-1,743.00
04/23/2020	43919	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-316.99
04/23/2020	43920	QUILL CORPORATION	OFFICE SUPPLIES	-97.58
04/23/2020	43921	SPECTRUM	TELEPHONE	-404.47
04/23/2020	43922	THE GAS COMPANY	UTILITIES	-14.30
04/23/2020	43923	FRONTIER COMMUNICATIONS	TELEPHONE	-59.80
04/23/2020	43924	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
04/23/2020	43925	FRONTIER COMMUNICATIONS	TELEPHONE	-976.83
04/23/2020	43926	FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
04/23/2020	43927	CALACT	FACILITY SUPPLIES	-1,717.20
04/23/2020	43928	GLOBAL PRODUCT SALES	EMPLOYEE EXPENSE	-54.96
04/24/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-49,641.07
04/24/2020		PAYCHEX	PAYROLL FEES	-335.11
04/24/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-5,468.14
04/24/2020		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-4,734.86
04/24/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,729.29
04/24/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH - SHERIFF	-329.59
04/24/2020		[EMPLOYEE]	WAGES	-539.63
04/24/2020		[EMPLOYEE]	WAGES	-1,266.07
04/24/2020		[EMPLOYEE]	WAGES	-687.94
04/24/2020		TREP	MILEAGE REIMBURSEMENTS	-2,658.30
04/24/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,164.20
04/27/2020	43929	[EMPLOYEE]	WAGES	-409.03
04/30/2020	43930	CHERI HOLSCLOW	HRA REIMBURSEMENT	-29.85
04/30/2020	43931	JUTTA BANERJEE	HRA REIMBURSEMENT	-433.80
04/30/2020	43932	VALERIE LIESENFELT	HRA REIMBURSEMENT	-509.53
04/30/2020	43933	LESLIE NORTH	HRA	-529.21
04/30/2020	43934	ANDREW BERNSTEIN	HRA REIMBURSEMENT	-583.00
04/30/2020	43935	ROY DAVIS	HRA	-175.10
04/30/2020	43936	CYNTHIA LOPEZ	HRA REIMBURSEMENT	-88.89
04/30/2020	43937	BLAS CRUZ	HRA REIMBURSEMENT	-118.60
04/30/2020	43938	GARY COOPER	HRA REIMBURSEMENT	-852.80
04/30/2020	43939	WILLIAM STARCK, II	HRA	-615.20
04/30/2020	43940	JAMES MITCHELL	HRA REIMBURSEMENT	-289.00
04/30/2020	43941	PATRICK FERREE	HRA REIMBURSEMENT	-531.49
04/30/2020	43942	GEORGE HALLAS	HRA REIMBURSEMENT	-59.57
04/30/2020	43943	JOSE GIRON	HRA	-172.51
04/30/2020	43944	CSAC EXCESS INSURANCE	INSURANCE	-15,472.00
04/30/2020	43945	NOEMI ADDERLEY	MILEAGE	-16.10
04/30/2020	43946	CITY OF TWENTYNINE PALMS	OUTSIDE SERVICES	-100.00
04/30/2020	43947	AT&T MOBILITY	TELEPHONE	-48.48
04/30/2020	43948	BATTERY SYSTEMS	PARTS	-13.40
04/30/2020	43949	BROADLUX INC.	CNG MAINTENANCE	-662.00
04/30/2020	43950	BURRTEC	UTILITIES	-226.31
04/30/2020	43951	FRONTIER COMMUNICATIONS	TELEPHONE	-188.60
04/30/2020	43952	GEYSER EQUIPMENT LLC	OUTSIDE SERVICES	-724.14


9:55 AM
05/18/20
Cash Basis

**MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER**

As of April 30, 2020

04/30/2020	43953	ISHRED INCORPORATED	OUTSIDE SERVICES	-515.00
04/30/2020	43954	PALM SPRINGS MOTORS	PARTS	-952.98
04/30/2020	43955	PARKHOUSE TIRES	TIRES	-1,170.41
04/30/2020	43956	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-136.02
04/30/2020	43957	QUILL CORPORATION	OFFICE SUPPLIES	-75.40
04/30/2020	43958	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-811.60
04/30/2020	43959	SAFELITE	OUTSIDE SERVICES	-716.24
04/30/2020	43960	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-135.32
04/30/2020	43961	XEROX CORPORATION	LEASE	-173.61
04/30/2020	43962	YUCCA AUTO BODY	VOID:	0.00
04/30/2020	43963	GEORGE HALLAS	HRA REIMBURSEMENT	-25.00
04/30/2020		CHERI HOLSCLOW	VOID CHECK #43650	29.85
04/30/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-46.29
04/30/2020		CALPERS HEALTH/RETIREMENT	MAY HEALTH INSURANCE	-20,607.18

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Ridership Reports

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.4



Performance Indicators & Data	Prior Year Total	Target	Current YTD	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Performance
Farebox Recovery Ratio	16.70%	10.27%	10.71%	8.98%	14.61%	8.53%		Exceeds Target
Operating Costs Per Revenue Hour	\$93.80	\$102.84	\$109.17	\$118.78	\$108.21	\$100.25		Fails to Meet Target
Passenger Revenue Per Revenue Hour (a)	\$15.66		\$11.69	\$10.66	\$15.81	\$8.55		
Subsidy Per Revenue Hour	\$78.14		\$97.48	\$108.11	\$92.41	\$91.71		
Operating Cost Per Revenue Mile	\$4.66	\$5.29	\$5.52	\$6.02	\$5.48	\$5.06		Fails to Meet Target
Passenger Revenue Per Revenue Mile	\$0.78		\$0.59	\$0.54	\$0.80	\$0.43		
Subsidy Per Revenue Mile	\$3.89		\$4.93	\$5.48	\$4.68	\$4.63		
Operating Costs Per Passenger	\$11.40	\$14.06	\$14.03	\$15.21	\$13.52	\$13.31		Fails to Meet Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.90		\$1.50	\$1.37	\$1.98	\$1.13		
Subsidy Per Passenger	\$9.49		\$12.53	\$13.84	\$11.55	\$12.18		
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	8.2		7.8	7.8	8.0	7.5		
Passengers Per Revenue Mile	0.41		0.39	0.40	0.41	0.38		
Revenue Miles Between Collision Accidents (b)								
Percentage of Trips On Time	93.0%		95.6%	92.5%	96.1%	98.3%		
Passengers Served Between Complaints	8,758		11,148	7,138	13,033	30,054		
Complaints Per 100,000 Passengers	11.42		8.97	14.01	7.67	3.33		
Revenue Miles Between NTD System Failures (c)								
Total Miles Between NTD Major System Failures (d)								
Passengers	289,018	67,500	189,511	64,239	65,164	60,108		Fails to Meet Target
Passenger Miles		QUARTERL						
Revenue Hours	35,112		24,349	8,225	8,144	7,980		
Total Hours	38,126		26,616	9,027	8,918	8,671		
Revenue Miles	706,145		481,236	162,335	160,822	158,079		
Total Miles	778,219		538,816	181,954	180,655	176,207		
Operating Costs	\$3,293,607		\$2,658,289	\$976,938	\$881,326	\$800,025		
Passenger Revenue (a)	\$549,927		\$284,644	\$87,713	\$128,723	\$68,208		
Operating Subsidy	\$2,743,680		\$2,373,644	\$889,224	\$752,603	\$731,817		
NTD Reportable Collision Accidents (b)	0		0	0	0	0		
Total Roadcalls (NTD System Failures) (c)	0		0	0	0	0		
Major Mechanical Failures (Roadcalls) (d)	0		0	0	0	0		
Complaints	33		17	9	6	2		
Trips On Time	16,081		12,791	4,289	4,283	4,219		
On-Time Performance Trips Sampled	17,290		13,385	4,639	4,456	4,290		



FY 2020 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for April

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	5,705	778.9	\$123,086	\$767	7.3	\$21.58	\$158.03	\$0.13	\$0.98	0.62%
1X	102	26.8	\$4,224	\$14	3.8	\$41.41	\$157.79	\$0.14	\$0.52	0.33%
3A	943	238.0	\$33,629	\$62	4.0	\$35.66	\$141.33	\$0.07	\$0.26	0.19%
3B	1,078	238.3	\$32,665	\$76	4.5	\$30.30	\$137.06	\$0.07	\$0.32	0.23%
7A	1,087	231.1	\$32,850	\$73	4.7	\$30.22	\$142.17	\$0.07	\$0.32	0.22%
7B	916	236.8	\$33,591	\$62	3.9	\$36.67	\$141.87	\$0.07	\$0.26	0.18%
21	499	208.7	\$34,630	\$34	2.4	\$69.40	\$165.94	\$0.07	\$0.16	0.10%
RR30	171	108.1	\$13,307		1.6	\$77.82	\$123.14			
RR31	120	76.1	\$9,963		1.6	\$83.02	\$130.86			
RR34	206	93.6	\$14,074		2.2	\$68.32	\$150.36			
RR36	23	30.0	\$3,923		0.8	\$170.56	\$130.91			
RR50	232	148.3	\$18,269		1.6	\$78.74	\$123.19			
Program:										
Demand Response	752	456.1	\$59,536		1.7	\$79.17	\$130.54			
Neighborhood Shuttles	10,330	1,958.5	\$294,674	\$1,088	5.3	\$28.53	\$150.46	\$0.11	\$0.56	0.37%
Mode:										
Bus (Motorbus)	10,330	1,958.5	\$294,674	\$1,088	5.3	\$28.53	\$150.46	\$0.11	\$0.56	0.37%
Demand Response	752	456.1	\$59,536		1.7	\$79.17	\$130.54			
System Total:	11,082	2,414.6	\$354,210	\$1,088	4.6	\$31.96	\$146.70	\$0.10	\$0.45	0.31%



Monthly Ridership Report

April, FY 2020

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	12,453	5,705	16.1	7.3	12.26%	0.62%
12	494		3.1		8.47%	
15	175		3.0		11.70%	
1X	137	102	5.0	3.8	4.84%	0.33%
21	907	499	4.5	2.4	2.69%	0.10%
3A	2,229	943	9.7	4.0	6.68%	0.19%
3B	2,238	1,078	9.2	4.5	6.31%	0.23%
7A	2,693	1,087	11.2	4.7	7.47%	0.22%
7B	2,760	916	12.0	3.9	7.42%	0.18%
A1	136		1.7		39.03%	
A2	606		7.0		167.08%	
A3	173		2.0		48.76%	
B1	335		4.1		101.55%	
B2	581		6.8		162.98%	
B3	63		0.7		17.70%	
C1	470		5.7		139.98%	
C2	366		4.6		110.65%	
RR30	461	171	2.7	1.6	36.34%	
RR31	246	120	2.5	1.6	29.58%	
RR34	272	206	2.4	2.2	28.62%	
RR36	69	23	1.5	0.8	18.32%	
RR50	410	232	2.3	1.6	32.10%	
Program Subtotals						
Commuter Service	669		3.0		9.50%	
Demand Response	1,458	752	2.4	1.7	30.99%	
Joshua Tree National Park	2,730		4.1		98.39%	
Neighborhood Shuttles	23,417	10,330	12.0	5.3	8.65%	0.37%
System Total	28,274	11,082	8.2	4.6	25.89%	0.31%



FY 2020 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for March

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	8,208	782.6	\$62,758	\$7,754	10.5	\$7.65	\$80.19	\$0.94	\$9.91	12.35%
1X	180	34.9	\$2,801	\$170	5.2	\$15.56	\$80.30	\$0.94	\$4.87	6.06%
3A	1,674	238.6	\$18,063	\$1,046	7.0	\$10.79	\$75.71	\$0.62	\$4.38	5.79%
3B	1,530	235.5	\$17,698	\$958	6.5	\$11.57	\$75.15	\$0.63	\$4.07	5.41%
7A	1,628	238.4	\$18,212	\$1,007	6.8	\$11.19	\$76.40	\$0.62	\$4.23	5.53%
7B	1,610	233.9	\$17,928	\$1,024	6.9	\$11.14	\$76.64	\$0.64	\$4.38	5.71%
12	288	95.7	\$8,479	\$2,002	3.0	\$29.44	\$88.61	\$6.95	\$20.93	23.62%
15	39	24.1	\$2,655	\$492	1.6	\$68.07	\$110.00	\$12.61	\$20.38	18.52%
21	750	208.5	\$17,241	\$473	3.6	\$22.99	\$82.71	\$0.63	\$2.27	2.75%
RR30	326	147.1	\$10,611	\$299	2.2	\$32.55	\$72.15	\$0.92	\$2.04	2.82%
RR31	187	86.5	\$6,667	\$172	2.2	\$35.65	\$77.06	\$0.92	\$1.98	2.58%
RR34	232	104.6	\$8,447	\$213	2.2	\$36.41	\$80.74	\$0.92	\$2.04	2.52%
RR36	28	36.8	\$2,903	\$26	0.8	\$103.68	\$78.82	\$0.92	\$0.70	0.89%
RR50	347	163.8	\$11,827	\$319	2.1	\$34.08	\$72.22	\$0.92	\$1.95	2.69%
Program:										
Commuter Service	327	119.8	\$11,133	\$2,494	2.7	\$34.05	\$92.92	\$7.63	\$20.82	22.40%
Demand Response	1,120	538.8	\$40,455	\$1,028	2.1	\$36.12	\$75.08	\$0.92	\$1.91	2.54%
Neighborhood Shuttles	15,580	1,972.4	\$154,701	\$12,432	7.9	\$9.93	\$78.44	\$0.80	\$6.30	8.04%
Mode:										
Bus (Motorbus)	15,580	1,972.4	\$154,701	\$12,432	7.9	\$9.93	\$78.44	\$0.80	\$6.30	8.04%
Commuter Bus	327	119.8	\$11,133	\$2,494	2.7	\$34.05	\$92.92	\$7.63	\$20.82	22.40%
Demand Response	1,120	538.8	\$40,455	\$1,028	2.1	\$36.12	\$75.08	\$0.92	\$1.91	2.54%
System Total:	17,027	2,631.0	\$206,290	\$15,954	6.5	\$12.12	\$78.41	\$0.94	\$6.06	7.73%



Monthly Ridership Report

March, FY 2020

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	10,600	8,208	13.7	10.5	30.04%	12.35%
12	425	288	2.9	3.0	23.22%	23.62%
15	108	39	1.8	1.6	14.64%	18.52%
1X	177	180	5.2	5.2	18.52%	6.06%
21	842	750	4.1	3.6	10.71%	2.75%
3A	2,083	1,674	9.2	7.0	25.78%	5.79%
3B	2,189	1,530	9.5	6.5	26.75%	5.41%
7A	2,350	1,628	10.1	6.8	27.55%	5.53%
7B	2,304	1,610	10.3	6.9	26.05%	5.71%
A1	126		1.2		31.65%	
A2	582		6.0		160.45%	
A3	141		2.0		52.52%	
B1	317		2.9		75.70%	
B2	552		5.6		147.87%	
B3	58		0.6		16.56%	
C1	341		4.0		106.47%	
C2	492		4.2		112.88%	
D1	513		5.5		146.36%	
D2	238		2.9		76.24%	
RR30	474	326	2.9	2.2	9.57%	2.82%
RR31	253	187	2.7	2.2	8.32%	2.58%
RR34	269	232	2.6	2.2	7.82%	2.52%
RR36	54	28	1.4	0.8	4.28%	0.89%
RR50	445	347	2.6	2.1	8.61%	2.69%
Program Subtotals						
Commuter Service	533	327	2.6	2.7	20.37%	22.40%
Demand Response	1,495	1,120	2.6	2.1	8.37%	2.54%
Joshua Tree National Park	3,360		3.5		93.58%	
Neighborhood Shuttles	20,545	15,580	10.7	7.9	26.08%	8.04%
System Total	25,933	17,027	7.1	6.5	34.39%	7.73%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager
DATE: May 20, 2020
RE: Financial Reports

A handwritten signature in blue ink, appearing to read 'Mark Goodale', is written over the 'FROM:' line of the memo.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.5

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures
During Fiscal Year ending 06/30/20
For Period Ending 04/30/20

Line	Administrative Exp.	FY 19/20	APR		Year to Date		Year to Date Variance	%
		Budget	Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 114,522.00	\$ 8,809.38	\$ 8,628.82	\$ 96,903.23	\$ 98,393.56	(1,490.33)	-2%
2	Office Salaries	157,202.00	\$ 12,092.46	9,929.81	\$ 133,017.08	106,474.27	26,542.81	20%
3	Board Members	7,000.00	\$ 583.33	0.00	\$ 5,833.33	3,599.08	2,234.25	38%
4	Payroll Taxes	7,129.00	\$ 548.38	469.18	\$ 6,032.23	5,849.70	182.53	3%
5	Health & Welfare	77,256.00	\$ 6,438.00	9,795.45	\$ 64,380.00	63,440.56	939.44	1%
6	Retirement: PERS	46,339.00	\$ 3,584.54	3,433.21	\$ 39,209.92	37,798.07	1,411.85	4%
7	Mileage	5,000.00	\$ 416.67	68.43	\$ 4,166.67	3,260.38	906.29	22%
8	Outside Services	49,761.00	\$ 4,146.75	2,192.08	\$ 41,467.50	37,235.11	4,232.39	10%
9	Prof. Fees	77,445.00	\$ 6,453.75	3,311.60	\$ 64,537.50	36,850.07	27,687.43	43%
10	Leases/Rents	7,112.00	\$ 592.67	347.22	\$ 5,926.67	5,247.29	679.38	11%
11	Utilities	117,826.00	\$ 9,818.83	6,515.27	\$ 98,188.33	74,707.04	23,481.29	24%
12	Marketing/Promotions	40,493.00	\$ 3,374.42	1,458.02	\$ 33,744.17	28,268.41	5,475.76	16%
13	Office Supplies	15,787.00	\$ 1,315.58	598.82	\$ 13,155.83	11,276.62	1,879.21	14%
14	Postage	2,913.00	\$ 242.75	181.05	\$ 2,427.50	2,244.88	182.62	8%
15	Printing/Reproduction	16,493.00	\$ 1,374.42	378.45	\$ 13,744.17	5,471.04	8,273.13	60%
16	Training/Meetings	12,866.00	\$ 1,072.17	775.82	\$ 10,721.67	14,913.85	(4,192.18)	-39%
17	Interest Exp.	2,000.00	\$ 166.67	0.00	\$ 1,666.67	0.00	1,666.67	100%
18	Total Administrative	\$ 757,144.00	\$ 61,010.77	\$ 48,083.23	\$ 635,122.46	\$ 535,029.93	\$ 100,092.53	16%
Maintenance Expense								
19	Mechanic Salaries	\$ 139,909.00	\$ 10,762.23	10,025.60	\$ 118,384.54	\$ 113,982.97	4,401.57	4%
20	Misc. Work/Salaries	60,545.00	\$ 4,657.31	4,218.20	\$ 51,230.38	47,502.94	3,727.44	7%
21	Payroll Taxes	3,233.00	\$ 248.69	206.06	\$ 2,735.62	2,968.37	(232.75)	-9%
22	Health & Welfare	29,364.00	\$ 2,447.00	2,273.59	\$ 24,470.00	16,954.76	7,515.24	31%
23	Retirement: PERS	15,291.00	\$ 1,176.23	887.26	\$ 12,938.54	9,887.09	3,051.45	24%
24	Uniforms	2,950.00	\$ 245.83	337.46	\$ 2,458.33	1,646.22	812.11	33%
25	Outside Services	32,942.00	\$ 2,745.17	4,345.45	\$ 27,451.67	16,679.33	10,772.34	39%
26	Parts	94,343.00	\$ 7,861.92	4,769.70	\$ 78,619.17	36,838.66	41,780.51	53%
27	Fluids	19,983.00	\$ 1,665.25	870.28	\$ 16,652.50	9,851.05	6,801.45	41%
28	Tires	66,860.00	\$ 5,571.67	4,783.90	\$ 55,716.67	44,274.55	11,442.12	21%
29	Accident Repair	25,626.00	\$ 2,135.50	9,279.29	\$ 21,355.00	5,185.75	16,169.25	76%
30	Tools	2,144.00	\$ 178.67	189.76	\$ 1,786.67	495.92	1,290.75	72%
31	Consulting	2,533.00	\$ 211.08	0.00	\$ 2,110.83	990.00	1,120.83	53%
32	Shop Supplies	2,905.00	\$ 242.08	0.00	\$ 2,420.83	1,751.11	669.72	28%
33	Facility Supplies	7,095.00	\$ 591.25	3,291.05	\$ 5,912.50	7,331.77	(1,419.27)	-24%
34	Training/Meetings	3,689.00	\$ 307.42	34.07	\$ 3,074.17	2,083.66	990.51	32%
35	Shelter Maintenance	2,681.00	\$ 223.42	0.00	\$ 2,234.17	66.06	2,168.11	97%
36	CNG Stations Maint.	112,608.00	\$ 9,384.00	13,351.95	\$ 93,840.00	42,507.08	51,332.92	55%
37	Total Maintenance	\$ 624,701.00	\$ 50,654.71	\$ 58,863.62	\$ 523,391.58	\$ 360,997.29	\$ 162,394.29	31%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 138,135.00	\$ 10,625.77	9,885.71	\$ 116,883.46	\$ 109,059.85	7,823.61	7%
39	Operator Wages	830,907.00	\$ 63,915.92	69,280.55	\$ 703,075.15	771,449.36	(68,374.21)	-10%
40	Dispatch Wages	160,269.00	\$ 12,328.38	12,412.00	\$ 135,612.23	139,908.61	(4,296.38)	-3%
41	Payroll Taxes	25,603.00	\$ 1,969.46	-1,314.58	\$ 21,664.08	19,253.44	2,410.64	11%
42	Health & Welfare	251,566.00	\$ 20,963.83	34,620.20	\$ 209,638.33	215,023.50	(5,385.17)	-3%
43	Retirement: PERS	207,023.00	\$ 15,924.85	6,763.89	\$ 175,173.31	129,400.11	45,773.20	26%
44	Safety Incentive Program	8,800.00	\$ 733.33	3,700.00	\$ 7,333.33	8,100.00	(766.67)	-10%
45	Workers' Comp	187,000.00	\$ 15,583.33	30,944.00	\$ 155,833.33	170,192.00	(14,358.67)	-9%
46	Other Employee Exp.	23,388.00	\$ 1,949.00	801.79	\$ 19,490.00	16,314.14	3,175.86	16%
47	Mileage	1,800.00	\$ 150.00	17.25	\$ 1,500.00	730.07	769.93	51%
48	Uniforms	12,881.00	\$ 1,073.42	65.25	\$ 10,734.17	6,780.18	3,953.99	37%
49	Outside Services	15,865.00	\$ 1,322.08	0.00	\$ 13,220.83	14,853.10	(1,632.27)	-12%
50	Tel/Cell/Internet/Fax	29,741.00	\$ 2,478.42	2,415.03	\$ 24,784.17	24,447.58	336.59	1%
51	Radio Expense	10,000.00	\$ 833.33	0.00	\$ 8,333.33	6,288.98	2,044.35	25%
52	Fuel	194,960.00	\$ 16,246.67	10,023.72	\$ 162,466.67	167,037.00	(4,570.33)	-3%
53	Trainings/Meetings	3,900.00	\$ 325.00	128.40	\$ 3,250.00	3,022.68	227.32	7%
54	Insurance	305,966.00	\$ 25,497.17	64,930.52	\$ 254,971.67	286,056.57	(31,084.90)	-12%
55	Deferred Comp Match	28,860.00	\$ 2,220.00	2,589.24	\$ 24,050.00	28,204.27	(4,154.27)	-17%
56	Total Operations	\$ 2,436,664.00	\$ 194,139.97	\$ 247,262.97	\$ 2,048,014.06	\$ 2,116,121.44	\$ (68,107.38)	-3%
57	Grand Total of Op Exp	\$ 3,818,509.00	\$ 305,805.45	\$ 354,209.82	\$ 3,206,528.10	\$ 3,012,148.66	\$ 194,379.44	6%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Income
04/30/20

Other Revenue			APR		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	3,788.77	126.67	\$ 19,800.47	\$ 19,673.80	15532%
2	Other Revenue	22,859.00	1,904.92	200.00	19,049.17	22,046.48	2,997.31	16%
3	CNG Fuel	11,889.00	990.75	1,516.11	9,907.50	4,662.53	(5,244.97)	100%
4	Gain on Sale of Assets	0.00	0.00	0.00	0.00	17,625.00	17,625.00	0%
5	Total Other Revenue	\$ 34,900.00	\$ 2,908.33	\$ 5,504.88	\$ 29,083.33	\$ 64,134.48	\$ 35,051.15	121%

Passenger Fares			APR		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 253,500.00	21,125.00	770.10	211,250.00	\$ 140,260.69	\$ (70,989.31)	-34%
7	Ready Ride	54,600.00	4,550.00	0.00	45,500.00	21,100.15	(24,399.85)	-54%
8	Palm Spr./Palm Des.	42,900.00	3,575.00	0.00	35,750.00	31,616.47	(4,133.53)	-12%
9	Office Passes	39,000.00	3,250.00	318.00	32,500.00	45,444.00	12,944.00	40%
10	LCTOP CMC Subsidy	47,336.00	4,303.27	0.00	47,336.00	47,336.00	-	0%
11	Total Fare Revenue	\$ 437,336.00	\$ 36,803.27	\$ 1,088.10	\$ 372,336.00	\$ 285,757.31	\$ (86,578.69)	-23%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,804,411.00				\$ 2,804,411.00	\$ -
13	Section 5311 Opr.Asst FY 20	398,562.00					\$ 398,562.00
14	Measure I	103,300.00		\$ 8,282.93		\$ 106,500.61	\$ (3,200.61)
15	AB 2766	40,000.00				\$ 40,000.00	\$ -
16	Total Sup. Fund.Ops	\$3,346,273.00		\$ 8,282.93		\$ 2,950,911.61	\$ 395,361.39
17	Total Operating Revenues	\$ 3,818,509.00		\$ 14,875.91		\$ 3,300,803.40	\$ 343,833.85

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
18	Section 5311 Opr.Asst FY 19		398,562.00					\$ 398,562.00
19	Total Prior Year Operating Revenues	\$ 398,562.00		\$ -			\$ -	\$ 398,562.00

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
20	Disp & Maint Equip	STA FY20	\$ 10,000.00					\$ 10,000.00
21	Engine Overhauls	STA FY20	\$ 25,000.00					\$ 25,000.00
22	Shop Equipment	STA FY20	\$ 25,000.00				\$ 23,926.95	\$ 1,073.05
23	Bus Wash System	STA FY20	\$ 67,950.00					\$ 67,950.00
24	Staff Vehicle Replacements	STA FY20	\$ 52,778.00					\$ 52,778.00
25	Bus Stop Improvements	LCTOP / ART3	\$ 132,463.00				\$ 103,939.00	\$ 28,524.00
26	Roadway Project	SGR FY20	\$ 29,640.00				\$ 3,271.63	\$ 26,368.37
27	YV Surveillance	SGR FY20	\$ 16,451.00				\$ 16,451.00	\$ -
28	PV Stops	SGR FY20	\$ 26,291.00				\$ 26,291.00	\$ -
29	Bus Shelter Rehabilitations	SGR FY20	\$ 38,934.00					\$ 38,934.00
30	Total Current Capital Funding		\$ 424,507.00		\$ -		\$ 173,879.58	\$ 250,627.42

Prior Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
31	Vehicles: 5 Replacements	CMAQ / STA	\$ 1,025,275.00				\$ 950.00	\$ 1,024,325.00
32	Vehicles: 6 Replacements	CMAQ/PTMISEA	\$ 770,013.00			\$ 259,278.09	\$ 300,132.00	\$ 210,602.91
33	REI Equipment	LTF FY15 Realloc	\$ 5,000.00			\$ 4,240.00		\$ 760.00
34	29Palms CNG Station	LTF FY18	\$ 130,000.00					\$ 130,000.00
35	Bus Stop Improvements	LTF FY18	\$ 70,000.00					\$ 70,000.00
36	Twentynine Palms Land	LTF FY18	\$ 90,000.00					\$ 90,000.00
37	Video Surveillance	LTF FY18	\$ 20,000.00					\$ 20,000.00
38	Maint Facility Lot Resurface	SGR FY19	\$ 34,000.00			\$ 17,999.65	\$ 15,957.24	\$ 43.11
39	Shelter & Lighting	SGR FY19	\$ 25,272.00				\$ 25,272.00	\$ -
40	Engine Overhauls	STA & LTF FY18	\$ 100,000.00			\$ 19,138.00	\$ 5,862.00	\$ 75,000.00
41	Engine Overhauls	STA / SGR FY19	\$ 83,806.00			\$ 58,805.12	0.88	\$ 25,000.00
42	Landscape & Lighting	STA FY11 Realloc	\$ 15,000.00			\$ 11,852.00		\$ 3,148.00
43	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 235,153.00			\$ 209,564.00	\$ 9,698.00	\$ 15,891.00
44	Disp & Maint Equip	STA FY16	\$ 10,000.00			\$ 7,657.00	\$ 2,343.00	\$ -
45	AVL/GPA Equipment	STA FY17	\$ 6,000.00					\$ 6,000.00
46	Disp & Maint Equip	STA FY17	\$ 10,000.00				\$ 5,211.84	\$ 4,788.16
47	Disp & Maint Equipment	STA FY18	\$ 10,000.00					\$ 10,000.00
48	Shop Equipment	STA FY18	\$ 51,661.00				\$ 51,661.00	\$ -
49	AVL/GPS Equipment	STA FY19	\$ 85,000.00					\$ 85,000.00
50	Cost Allocation Study	STA FY19	\$ 20,000.00			\$ 13,682.00	\$ 3,799.00	\$ 2,519.00
51	Disp & Maint Equip	STA FY19	\$ 10,000.00				\$ 824.00	\$ 9,176.00
52	JTNP APRketing & Sign	STA FY19	\$ -					\$ -
53	Short Range Transit Plan	STA FY19	\$ 107,000.00			\$ 43,978.00	\$ 39,680.10	\$ 23,341.90
54	Vehicles: 1 Class E	STA FY19	\$ 68,368.00					\$ 68,368.00
55	Bus Stop Improvements	STA FY19 / SGR	\$ 137,436.00			\$ 67,436.00		\$ 70,000.00
56	JT Facility Upgrade	STA/LTF FY16	\$ 6,163.00			\$ 2,550.00		\$ 3,613.00
57	Total Prior Capital Funding		\$3,125,147.00		\$0.00	\$716,179.86	\$461,391.06	\$1,947,576.08

Procurement Budget			Grant Amt	Sent	Received	Sent	Received	Balance Due
58	Procurement Bid Income		\$ 315,000.00		\$ 15,500.67		\$ 170,731.76	\$ 144,268.24
59	Procurement Bid Expenses		\$ (120,000.00)	\$ 7,147.20		\$ 102,976.78		\$ (17,023.22)
60	TAG Program		\$ (50,000.00)			\$ 137,896.47		\$ 87,896.47
61	Total Procurement Budget		\$ 145,000.00	\$ 7,147.20	\$ 15,500.67	\$ 240,873.25	\$ 170,731.76	\$ (70,141.49)

FY 19/20 TREP Budget			APR		Year to Date		Balance Due
			Grant Amt	Sent	Received	Sent	
62	TREP Revenue	Measure I	\$ 1,000.00				\$ 1,000.00
63	TREP Revenue	5310 Balance	\$ 114,256.58			\$ 47,427.36	\$ 66,829.22
64	Program Administrator		\$ (7,215.00)	\$ 452.54		\$ 3,990.58	\$ (3,224.42)
65	Client Relations Clerk		\$ (39,017.58)	\$ 2,739.59		\$ 28,846.04	\$ (10,171.54)
66	Administrative Expenses		\$ (1,000.00)			\$ -	\$ (1,000.00)
67	Mileage Reimbursements		\$ (68,024.00)	\$ 2,658.30		\$ 23,757.40	\$ (44,266.60)
68	Total TREP Funding		\$ -	\$ 5,850.43	\$ -	\$ 56,594.02	\$ 47,427.36

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/20
For Period ending 04/30/20

Line		FY 19/20	MONTH	APR	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	3,000.00	250.00	0.00	2,500.00	0.00	\$ (2,500.00)	-100%
2	Insurance	3,000.00	250.00	250.00	2,500.00	2,500.00	\$ -	0%
3	Taxicab Administrator	5,030.00	419.17	175.38	4,191.67	4,372.13	\$ 180.46	4%
4	Office Clerk	3,750.00	312.50	200.95	3,125.00	2,633.08	\$ (491.92)	-16%
5	Drug & Alcohol Testing	2,000.00	166.67	0.00	1,666.67	674.50	\$ (992.17)	-60%
6	Background Checks	1,000.00	83.33	0.00	833.33	160.00	\$ (673.33)	-81%
7	Printing/Office/Meters	500.00	41.67	25.00	416.67	403.67	\$ (13.00)	-3%
8	Rent & Utilities	2,400.00	200.00	200.00	2,000.00	2,000.00	\$ -	0%
9	Total Administrative Exp.	\$ 20,680.00	\$ 7,250.00	\$ 851.33	\$ 17,233.33	\$ 12,743.38	\$ (4,489.95)	-26%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 19/20	MONTH	APR	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	1,000.00	83.33	0.00	833.33	400.00	\$ (433.33)	-52%
12	Vehicles Permit Fees	18,000.00	1,500.00	350.00	15,000.00	11,390.00	\$ (3,610.00)	-24%
13	Driver Renewal Fees	1,500.00	125.00	0.00	1,250.00	480.00	\$ (770.00)	-62%
14	Transfer Fees	80.00	0.00	0.00	66.67	0.00	\$ (66.67)	100%
15	Fines	100.00	8.33	0.00	83.33	0.00	\$ (83.33)	-100%
16	TOTAL REVENUE	\$ 20,680.00	\$ 1,716.67	\$ 360.00	\$ 17,233.33	\$ 12,270.00	\$ (4,963.33)	-29%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures
During Fiscal Year ending 06/30/20
For Period Ending 03/31/20

Line	Administrative Exp.	FY 19/20 Budget	MAR		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 114,522.00	\$ 8,809.38	\$ 8,817.60	\$ 88,093.85	\$ 89,764.74	(1,670.89)	-2%
2	Office Salaries	157,202.00	\$ 12,092.46	9,939.95	\$ 120,924.62	96,544.46	24,380.16	20%
3	Board Members	7,000.00	\$ 583.33	1,100.00	\$ 5,250.00	3,599.08	1,650.92	31%
4	Payroll Taxes	7,129.00	\$ 548.38	486.51	\$ 5,483.85	5,380.52	103.33	2%
5	Health & Welfare	77,256.00	\$ 6,438.00	5,564.82	\$ 57,942.00	53,645.11	4,296.89	7%
6	Retirement:PERS	46,339.00	\$ 3,564.54	3,436.06	\$ 35,645.38	34,364.86	1,280.52	4%
7	Mileage	5,000.00	\$ 416.67	332.93	\$ 3,750.00	3,191.95	558.05	15%
8	Outside Services	49,761.00	\$ 4,146.75	1,697.51	\$ 37,320.75	35,026.72	2,294.03	6%
9	Prof. Fees	77,445.00	\$ 6,453.75	5,959.17	\$ 58,083.75	33,538.47	24,545.28	42%
10	Leases/Rents	7,112.00	\$ 592.67	597.51	\$ 5,334.00	4,900.07	433.93	8%
11	Utilities	117,826.00	\$ 9,818.83	6,865.88	\$ 88,369.50	68,191.77	20,177.73	23%
12	Marketing/Promotions	40,493.00	\$ 3,374.42	1,833.52	\$ 30,369.75	26,830.39	3,539.36	12%
13	Office Supplies	15,787.00	\$ 1,315.58	876.01	\$ 11,840.25	10,677.80	1,162.45	10%
14	Postage	2,913.00	\$ 242.75	247.07	\$ 2,184.75	2,063.83	120.92	6%
15	Printing/Reproduction	16,493.00	\$ 1,374.42	28.39	\$ 12,369.75	5,092.59	7,277.16	59%
16	Training/Meetings	12,866.00	\$ 1,072.17	1,432.70	\$ 9,649.50	14,138.03	(4,488.53)	-47%
17	Interest Exp.	2,000.00	\$ 166.67	0.00	\$ 1,500.00	0.00	1,500.00	100%
18	Total Administrative	\$ 757,144.00	\$ 61,010.77	\$ 49,215.63	\$ 574,111.69	\$ 486,950.39	\$ 87,161.30	15%
Maintenance Expense								
19	Mechanic Salaries	\$ 139,909.00	\$ 10,762.23	10,011.64	\$ 107,622.31	\$ 103,957.37	3,664.94	3%
20	Misc. Work/Salaries	60,545.00	\$ 4,657.31	4,508.15	\$ 46,573.08	43,284.74	3,288.34	7%
21	Payroll Taxes	3,233.00	\$ 248.69	210.62	\$ 2,486.92	2,762.31	(275.39)	-11%
22	Health & Welfare	29,364.00	\$ 2,447.00	1,053.47	\$ 22,023.00	14,681.17	7,341.83	33%
23	Retirement:PERS	15,291.00	\$ 1,176.23	898.92	\$ 11,762.31	8,999.83	2,762.48	23%
24	Uniforms	2,950.00	\$ 245.83	97.74	\$ 2,212.50	1,308.76	903.74	41%
25	Outside Services	32,942.00	\$ 2,745.17	684.00	\$ 24,706.50	12,333.88	12,372.62	50%
26	Parts	94,343.00	\$ 7,861.92	2,073.81	\$ 70,757.25	32,068.96	38,688.29	55%
27	Fluids	19,983.00	\$ 1,665.25	1,479.29	\$ 14,987.25	8,980.77	6,006.48	40%
28	Tires	66,860.00	\$ 5,571.67	1,288.88	\$ 50,145.00	39,490.65	10,654.35	21%
29	Accident Repair	25,626.00	\$ 2,135.50	0.00	\$ 19,219.50	-4,093.54	23,313.04	121%
30	Tools	2,144.00	\$ 178.67	0.00	\$ 1,608.00	306.16	1,301.84	81%
31	Consulting	2,533.00	\$ 211.08	0.00	\$ 1,899.75	990.00	909.75	48%
32	Shop Supplies	2,905.00	\$ 242.08	235.12	\$ 2,178.75	1,751.11	427.64	20%
33	Facility Supplies	7,095.00	\$ 591.25	356.33	\$ 5,321.25	4,040.72	1,280.53	24%
34	Training/Meetings	3,689.00	\$ 307.42	0.00	\$ 2,766.75	2,049.58	717.17	26%
35	Shelter Maintenance	2,681.00	\$ 223.42	0.00	\$ 2,010.75	66.06	1,944.69	97%
36	CNG Stations Maint.	112,608.00	\$ 9,384.00	3,662.00	\$ 84,456.00	29,155.13	55,300.87	65%
37	Total Maintenance	\$ 624,701.00	\$ 50,654.71	\$ 26,559.97	\$ 472,736.87	\$ 302,133.66	\$ 170,603.21	36%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 138,135.00	\$ 10,625.77	10,737.07	\$ 106,257.69	\$ 99,174.14	7,083.55	7%
39	Operator Wages	830,907.00	\$ 63,915.92	65,966.20	\$ 639,159.23	702,218.81	(63,059.58)	-10%
40	Dispatch Wages	160,269.00	\$ 12,328.38	12,063.43	\$ 123,283.85	127,496.61	(4,212.76)	-3%
41	Payroll Taxes	25,603.00	\$ 1,969.46	1,804.54	\$ 19,694.62	20,568.02	(873.40)	-4%
42	Health & Welfare	251,566.00	\$ 20,963.83	18,070.55	\$ 188,674.50	180,403.30	8,271.20	4%
43	Retirement:PERS	207,023.00	\$ 15,924.85	6,470.11	\$ 159,248.46	122,636.22	36,612.24	23%
44	Safety Incentive Program	8,800.00	\$ 733.33	0.00	\$ 6,600.00	4,400.00	2,200.00	33%
45	Workers'Comp	187,000.00	\$ 15,583.33	0.00	\$ 140,250.00	139,248.00	1,002.00	1%
46	Other Employee Exp.	23,388.00	\$ 1,949.00	771.25	\$ 17,541.00	15,512.35	2,028.65	12%
47	Mileage	1,800.00	\$ 150.00	171.93	\$ 1,350.00	712.82	637.18	47%
48	Uniforms	12,881.00	\$ 1,073.42	246.97	\$ 9,660.75	6,714.93	2,945.82	30%
49	Outside Services	15,865.00	\$ 1,322.08	120.00	\$ 11,898.75	14,853.10	(2,954.35)	-25%
50	Tel/Cell/Internet/Fax	29,741.00	\$ 2,478.42	2,793.20	\$ 22,305.75	22,032.55	273.20	1%
51	Radio Expense	10,000.00	\$ 833.33	0.00	\$ 7,500.00	6,288.98	1,211.02	16%
52	Fuel	194,960.00	\$ 16,246.67	8,081.75	\$ 146,220.00	157,013.28	(10,793.28)	-7%
53	Trainings/Meetings	3,900.00	\$ 325.00	677.84	\$ 2,925.00	3,373.15	(448.15)	-15%
54	Insurance	305,966.00	\$ 25,497.17	0.00	\$ 229,474.50	221,126.05	8,348.45	4%
55	Deferred Comp Match	28,860.00	\$ 2,220.00	2,539.24	\$ 21,645.00	25,615.03	(3,970.03)	-18%
56	Total Operations	\$ 2,436,664.00	\$ 194,139.97	\$ 130,514.08	\$ 1,853,689.10	\$ 1,869,387.34	\$ (15,698.24)	-1%
57	Grand Total of Op Exp	\$ 3,818,509.00	\$ 305,805.45	\$ 206,289.68	\$ 2,900,537.65	\$ 2,658,471.39	\$ 242,066.26	8%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Income
03/31/20

Other Revenue		MAR		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	53.76	114.00	\$ 16,011.70	\$ 15,897.70 13945%
2	Other Revenue	22,859.00	1,904.92	19,950.34	17,144.25	21,846.48	4,702.23 27%
3	CNG Fuel	11,889.00	990.75	1,375.18	8,916.75	3,146.42	(5,770.33) 100%
4	Gain on Sale of Assets	0.00	0.00	0.00	0.00	0.00	- 0%
5	Total Other Revenue	\$ 34,900.00	\$ 2,908.33	\$ 21,379.28	\$ 26,175.00	\$ 41,004.60	\$ 14,829.60 57%

Passenger Fares		MAR		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 253,500.00	21,125.00	9,767.94	190,125.00	\$ 139,490.59	\$ (50,634.41) -27%
7	Ready Ride	54,600.00	4,550.00	1,028.20	40,950.00	21,100.15	(19,849.85) -48%
8	Palm Spr./Palm Des.	42,900.00	3,575.00	2,494.10	32,175.00	31,616.47	(558.53) -2%
9	Office Passes	39,000.00	3,250.00	453.00	29,250.00	45,126.00	15,876.00 54%
10	LCTOP CMC Subsidy	47,336.00	4,303.27	2,211.00	47,336.00	47,336.00	- 0%
11	Total Fare Revenue	\$ 437,336.00	\$ 36,803.27	\$ 15,954.24	\$ 339,836.00	\$ 284,669.21	\$ (55,166.79) -16%

Current Support Funding - Operations			Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,804,411.00	\$ 704,933.00		\$ 2,804,411.00	\$ -
13	Section 5311 Opr.Asst FY 20	398,562.00				\$ 398,562.00
14	Measure I	103,300.00	\$ 13,764.76		\$ 98,217.68	\$ 5,082.32
15	AB 2766	40,000.00			\$ 40,000.00	\$ -
16	Total Sup. Fund.Ops	\$3,346,273.00	\$ 718,697.76		\$ 2,942,628.68	\$ 403,644.32
17	Total Operating Revenues	\$ 3,818,509.00	\$ 756,031.28		\$ 3,268,302.49	\$ 363,307.13

Prior Year Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
18	Section 5311 Opr.Asst FY 19	398,562.00				\$ 398,562.00
19	Total Prior Year Operating Revenues	\$ 398,562.00	\$ -		\$ -	\$ 398,562.00

Current Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
20	Disp & Maint Equip STA FY20	\$ 10,000.00				\$ 10,000.00
21	Engine Overhauls STA FY20	\$ 25,000.00				\$ 25,000.00
22	Shop Equipment STA FY20	\$ 25,000.00	\$ 23,926.95		\$ 23,926.95	\$ 1,073.05
23	Bus Wash System STA FY20	\$ 67,950.00				\$ 67,950.00
24	Staff Vehicle Replacements STA FY20	\$ 52,778.00				\$ 52,778.00
25	Bus Stop Improvements LCTOP / ART3	\$ 132,463.00			\$ 103,939.00	\$ 28,524.00
26	Roadway Project SGR FY20	\$ 29,640.00			\$ 3,271.63	\$ 26,368.37
27	YV Surveillance SGR FY20	\$ 16,451.00			\$ 16,451.00	\$ -
28	PV Stops SGR FY20	\$ 26,291.00			\$ 26,291.00	\$ -
29	Bus Shelter Rehabilitations SGR FY20	\$ 38,934.00				\$ 38,934.00
30	Total Current Capital Funding	\$ 424,507.00	\$ 23,926.95		\$ 173,879.58	\$ 250,627.42

Prior Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
31	Vehicles: 5 Replacements CMAQ / STA	\$ 1,025,275.00			\$ 950.00	\$ 1,024,325.00
32	Vehicles: 6 Replacements CMAQ/PTM/ISEA	\$ 770,013.00		\$ 259,278.09	\$ 300,132.00	\$ 210,602.91
33	REI Equipment LTF FY15 Realloc	\$ 5,000.00		\$ 4,240.00		\$ 760.00
34	29Palms CNG Station LTF FY18	\$ 130,000.00				\$ 130,000.00
35	Bus Stop Improvements LTF FY18	\$ 70,000.00				\$ 70,000.00
36	Twentynine Palms Land LTF FY18	\$ 90,000.00				\$ 90,000.00
37	Video Surveillance LTF FY18	\$ 20,000.00				\$ 20,000.00
38	Maint Facility Lot Resurface SGR FY19	\$ 34,000.00		\$ 17,999.65	\$ 15,957.24	\$ 43.11
39	Shelter & Lighting SGR FY19	\$ 25,272.00			\$ 25,272.00	\$ -
40	Engine Overhauls STA & LTF FY18	\$ 100,000.00		\$ 19,138.00	\$ 5,862.00	\$ 75,000.00
41	Engine Overhauls STA / SGR FY19	\$ 83,806.00		\$ 58,805.12	\$ 0.88	\$ 25,000.00
42	Landscape & Lighting STA FY11 Realloc.	\$ 15,000.00		\$ 11,852.00		\$ 3,148.00
43	Add'l Bus Stop Improv STA FY15 Realloc	\$ 235,153.00	\$ 4,886.00	\$ 209,564.00	\$ 9,698.00	\$ 15,891.00
44	Disp & Maint Equip STA FY16	\$ 10,000.00		\$ 7,657.00	\$ 2,343.00	\$ -
45	AVL/GPA Equipment STA FY17	\$ 6,000.00				\$ 6,000.00
46	Disp & Maint Equip STA FY17	\$ 10,000.00	\$ 5,629.84		\$ 5,211.84	\$ 4,788.16
47	Disp & Maint Equipment STA FY18	\$ 10,000.00				\$ 10,000.00
48	Shop Equipment STA FY18	\$ 51,661.00	\$ 7,852.00		\$ 51,661.00	\$ -
49	AVL/GPS Equipment STA FY19	\$ 85,000.00				\$ 85,000.00
50	Cost Allocation Study STA FY19	\$ 20,000.00		\$ 13,682.00	\$ 3,799.00	\$ 2,519.00
51	Disp & Maint Equip STA FY19	\$ 10,000.00			\$ 824.00	\$ 9,176.00
52	JTNP Marketing & Sign STA FY19	\$ -				\$ -
53	Short Range Transit Plan STA FY19	\$ 107,000.00	\$ 23,270.10	\$ 43,978.00	\$ 39,680.10	\$ 23,341.90
54	Vehicles: 1 Class E STA FY19	\$ 68,368.00				\$ 68,368.00
55	Bus Stop Improvements STA FY19 / SGR	\$ 137,436.00		\$ 67,436.00		\$ 70,000.00
56	JT Facility Upgrade STA/LTF FY16	\$ 6,163.00		\$ 2,550.00		\$ 3,613.00
57	Total Prior Capital Funding	\$3,125,147.00	\$41,637.94	\$716,179.86	\$461,391.06	\$1,947,576.08

Procurement Budget			Grant Amt	Sent	Received	Sent	Received	Balance Due
58	Procurement Bid Income		\$ 315,000.00				\$ 153,688.66	\$ 161,311.34
59	Procurement Bid Expenses		\$ (120,000.00)	\$ 27,249.28		\$ 95,829.58		\$ (24,170.42)
60	TAG Program		\$ (50,000.00)			\$ 137,896.47		\$ 87,896.47
61	Total Procurement Budget		\$ 145,000.00	\$ 27,249.28	\$ -	\$ 233,726.05	\$ 153,688.66	\$ (80,037.39)

FY 19/20 TREP Budget			Grant Amt	MAR		Year to Date		Balance Due
				Sent	Received	Sent	Received	
62	TREP Revenue	Measure I	\$ 1,000.00					\$ 1,000.00
63	TREP Revenue	5310 Balance	\$ 114,256.58				\$ 47,427.36	\$ 66,829.22
64	Program Administrator		\$ (7,215.00)	\$ 205.70		\$ 3,538.04		\$ (3,676.96)
65	Client Relations Clerk		\$ (39,017.58)	\$ 2,677.40		\$ 26,106.45		\$ (12,911.13)
66	Administrative Expenses		\$ (1,000.00)			\$ -		\$ (1,000.00)
67	Mileage Reimbursements		\$ (68,024.00)	\$ 2,958.54		\$ 24,057.40		\$ (43,966.60)
68	Total TREP Funding		\$ -	\$ 5,841.64	\$ -	\$ 53,701.89	\$ 47,427.36	\$ 60,554.69

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/20
For Period ending 03/31/20

Line		FY 19/20	MONTH	MAR	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	3,000.00	250.00	0.00	2,250.00	0.00	\$ (2,250.00)	-100%
2	Insurance	3,000.00	250.00	250.00	2,250.00	2,250.00	\$ -	0%
3	Taxicab Administrator	5,030.00	419.17	292.30	3,772.50	4,196.75	\$ 424.25	11%
4	Office Clerk	3,750.00	312.50	188.78	2,812.50	2,432.13	\$ (380.37)	-14%
5	Drug & Alcohol Testing	2,000.00	166.67	33.25	1,500.00	674.50	\$ (825.50)	-55%
6	Background Checks	1,000.00	83.33	0.00	750.00	160.00	\$ (590.00)	-79%
7	Printing/Office/Meters	500.00	41.67	25.00	375.00	378.67	\$ 3.67	1%
8	Rent & Utilities	2,400.00	200.00	200.00	1,800.00	1,800.00	\$ -	0%
9	Total Administrative Exp.	\$ 20,680.00	\$ 7,250.00	\$ 989.33	\$ 15,510.00	\$ 11,892.05	\$ (3,617.95)	-23%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 19/20	MONTH	MAR	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	1,000.00	83.33	0.00	750.00	400.00	\$ (350.00)	-47%
12	Vehicles Permit Fees	18,000.00	1,500.00	500.00	13,500.00	11,040.00	\$ (2,460.00)	-18%
13	Driver Renewal Fees	1,500.00	125.00	0.00	1,125.00	480.00	\$ (645.00)	-57%
14	Transfer Fees	80.00	0.00	0.00	60.00	0.00	\$ (60.00)	100%
15	Fines	100.00	8.33	0.00	75.00	0.00	\$ (75.00)	-100%
16	TOTAL REVENUE	\$ 20,680.00	\$ 1,716.67	\$ 500.00	\$ 15,510.00	\$ 11,920.00	\$ (3,590.00)	-23%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager
DATE: May 20, 2020
RE: Administrative Report

A handwritten signature in blue ink, appearing to be 'M. Goodale', is written over the 'FROM:' line of the memo.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.6



May 5, 2020

ADMINISTRATIVE REPORT

The following administrative report includes reporting information for the following months: March and April.

FINANCIAL

Expenses for April were lower than budgeted by \$-48,404 (\$354,29 vs. 305,805). Administrative (\$100,092), Maintenance (\$162,394) departments were ahead of budget for the year with Operations being 68K behind budget. Overall year to date, the agency is \$194,379 ahead of budget.

Expenses for March were lower than budgeted (\$206,289 vs. \$305,805). Administrative (\$87,161), Maintenance (\$170,603) departments were ahead of budget for the year. Operations is \$15,698 for the year due to higher expense in wages and fuel.

RIDERSHIP

The imposed stay at home orders had tremendous negative impact on the ridership. There was a 60% decrease in April from the same period last year (11,082 vs. 28,274). Ridership for March was the beginning of the decline in which MBTA recorded 17,027 trips versus the 25,933 captured in the same reporting period last year (21,784 vs. 21,194).

Farebox numbers for April was 0.31% and 7.73% for March, all as a result on not accepting fares due to the increased risk of exposure and a critical time for those with reduced incomes.

This ridership reduction also resulted in a lower than 10% farebox recovery (7.73% vs. 34.39%). Due to the impact the pandemic has had on MBTA and other agencies around the nation. The FTA established an Emergency Relief Docket that allows transit providers in states where the Governor declared an emergency related to COVID-19 to request temporary relief from Federal requirements as well as any non-statutory FTA requirements.

FUNDING AND GRANTS

With the recently-enacted “Coronavirus Aid, Relief, and Economic Security Act”, or CARES Act, was passed by Congress with overwhelming, bipartisan support and signed into law by President Trump on March 27th, 2020. The CARES Act includes provisions for new transit funding to assist providers during the COVID-19 pandemic. California’s allocation of these funds under the Federal Transit Administration (FTA) Section 5311 Formula Grants for Rural Areas Program is \$94,976,667. These funds will be distributed to eligible agencies by Caltrans’ Division of Rail and Mass Transportation (DRMT).

Eligible Activities

Projects for preventing, preparing for, and responding to the COVID-19 disease such as:
Operating costs to maintain service
Lost revenue due to COVID-19 public health emergency
Purchase of personal protective equipment associated with response to the pandemic
Administrative leave salaries for operations personnel

The FTA has also stated that although the priority for the funding is operational expenses, FTA will generally consider all expenses normally eligible under the Section 5311 program that are incurred on or after January 20, 2020 to be in response to economic or other conditions caused by COVID-19 and thus eligible under the CARES Act. There is no local match rate which makes it 100% federal and the eligibility date is proactive to January 20, 2020.

To date, MBTA has received \$433k to help cover the expenses the agency has incurred. MBTA is expected to receive additional funding in the coming 20/21 fiscal year.

Staff reported in March that the State Controller's Office allocated five percent of the annual proceeds from the Greenhouse Gas Reduction Fund to the Low Carbon Transit Operations Program (LCTOP). This means there can be approximately \$4 million dollars for eligible projects to transportation agencies in San Bernardino County. Knowing this, staff submitted allocation requests that will help fund an additional year of fare subsidy for CMC students and fund additional bus stop improvement projects.

AUDITS

In May, staff attended the kick off meeting with SBCTA staff to receive information relating to MBTA's upcoming annual TDA financial and compliance audit. Staff anticipates the early stages of the audit to begin in early summer and be completed by years end.

BUS STOP IMPROVEMENTS

Staff is currently working with its engineer and Caltrans to obtain permits to make improvements at the following locations.

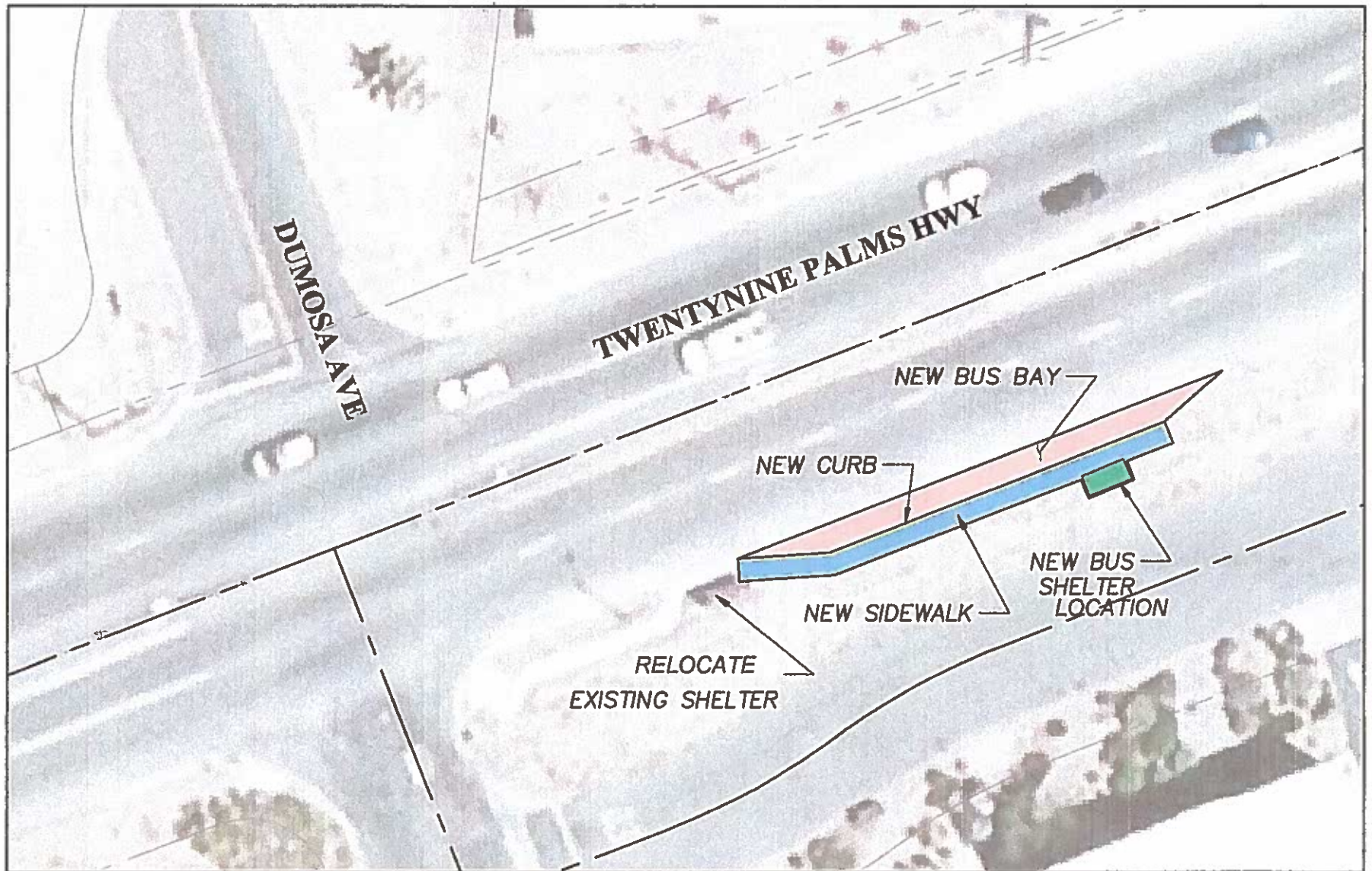
Highway 62 at Dumosa – this project will relocate the existing bus stop approximately 150 feet east of current location. In addition, for safety and greater accessibility a new sidewalk, bus bay and shelter.

On Adobe Road and Indian Trail (northbound), the current stop location will be improved by adding a concrete pad, bus bench and bus stop sign.

MISCELLANEOUS

In October 2019, the Morongo Basin Healthcare District was awarded \$25,000 through MBTA's Transportation Assistance Grant Program to acquire a vehicle for their LIFT Transportation Program. MBTA is pleased to share the importance and the true value of the program that can help other organizations, which in turns assists the MBTA.





MTBA EXHIBIT
BUS STOP IMPROVEMENTS
TWENTYNINE PALMS HWY & DUMOSA AVE



MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Matthew Atkins, Operations Manager
DATE: May 19, 2020

RE: Operations Status Report for March and April 2020

PERSONNEL

Staffing

Total Coach Operators – March – 28, April - 28
Total Dispatchers – March – 4, April - 4

Overtime

Operators – March – 2.46%, April – 1.46%
Dispatchers – March – 1.85%, April – 3.90%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On time performance for the reporting period:

March- Ready Ride – 99.6%, Fixed Route – 95.5%
April – Ready Ride – 96.9%, Fixed Route – 100%

Staff received 8 total customer contacts for March and April. These contacts were recorded as 7 complaints about drivers and 1 compliment about a driver. All complaints have been addressed with customer follow up and the compliment has been shared with the driver.

As of April 30, 2020, staff completed 44 days free of any preventable accidents and /or injuries. There was a minor non injury preventable collision on March 17th that required the safety board to be reset.

TAXI

New Driver Permits – March -0, April - 0
Permit Renewals – March – 0, April - 0
Denied Applications – March – 0, April - 0
March - 5 Cab Companies, 9 Registered Cabs, 18 Registered Drivers.
April – 5 Cab Companies, 7 Registered Cabs, 18 Registered Drivers.


MAINTENANCE

Maintenance completed: March and April with 0 road calls and 0 tows.

Total mileage driven for March was 57,492 with a CPM (cost per mile) of \$0.46
Total mileage driven for April was 50,602 with a CPM (cost per mile) of \$1.16

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark, Goodale, General Manager 
DATE: May 20, 2020
RE: LCTOP Bus Stop Improvements Project

Staff requests the Board to adopt Resolution 20-04 allowing the MBTA to apply for LCTOP funds for the Bus Stop Improvements Project.

Project Name: Bus Stop Improvements Projects

Amount of LCTOP funds request: \$76,862

Short description of project: To improve bus stops according to our Bus Stop Improvement Priority List along our routes.

STAFF RECOMMENDATION: ADOPT RESOLUTION 20-04

RESOLUTION # 20-04

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP):
BUS STOP IMPROVEMENTS \$76,862**

WHEREAS, the Morongo Basin Transit Authority is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Morongo Basin Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Mark Goodale, General Manager.

WHEREAS, the Morongo Basin Transit Authority wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Morongo Basin Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Mark Goodale, General Manager be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Morongo Basin Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY19-2020 LCTOP funds:

List project(s), including the following information:

Project Name: BUS STOP IMPROVEMENTS


Amount of LCTOP funds requested: \$76,862

Short description of project: To improve bus stops according to our Bus Stop Improvement Priority List along our routes.

PASSED AND ADOPTED by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino County, State of California, on this 28th day of May, 2020.

Chairman of the Board

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Pacific Western Bank Credit Line

The MBTA annually renews a line of credit that the agency maintains with Pacific Western Bank in the amount of \$500,000.

The MBTA is required to pay invoices up front and submit these for reimbursement from the variety of grants. These reimbursements take up to eight weeks before MBTA receives the funds applied for. Staff will endeavor to process reimbursements as expeditiously as possible in order to minimize use of the credit line.

STAFF RECOMMENDATION: APPROVE RESOLUTION 20-05

MORONGO BASIN TRANSIT AUTHORITY

RESOLUTION 20-05

A RESOLUTION OF THE BOARD OF THE MORONGO BASIN TRANSIT AUTHORITY ("Authority"), OF SAN BERNARDINO COUNTY, AUTHORIZING A BANK LINE OF CREDIT

WHEREAS, the Authority has a need to borrow funds during those occasions that operating support funds from other governmental entities are not received in a timely fashion, and

WHEREAS, it is anticipated that a similar lag in the timely funding of capital improvement procurements from federal, state and local funding sources may occur;

BE IT RESOLVED, that the Board of Directors does hereby authorize a credit line with Pacific Western Bank in an amount not to exceed \$500,000, and subject to such terms as outlined in the Business Loan Agreement as approved and renewed by the Chairman of the Board and MBTA Counsel.

BE IT FURTHER RESOLVED, that the same officers or their successors whose signature appears on the Bank's regular signature cards shall be authorized to facilitate the utilization of this credit line.

PASSED AND ADOPTED, by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino County, State of California, on the 28th day of May 2020.

CHAIRMAN OF THE BOARD

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the Board of Directors of the Morongo Basin Transit Authority at a regular meeting thereof held on the 28th day of May 2020 by the following vote of the Board:


AYES:

NOES:

ABSENT:

ASSISTANT BOARD SECRETARY

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 15, 2020
RE: Revisions to FY20 Budget

MBTA is expected to receive \$449,685, as part of the President's three trillion-dollar stimulus known as the Coronavirus Aid, Relief and Economic Security Act (CARES Act), two billion of it has been apportioned to assist rural transit agencies recover any and all expenses related to COVID-19, CARES and the FFCRA. These dollars are FTA 5311 supplemental dollars and are not intended to free up any additional dollars as all other agency revenue must be used first in order to remain eligible for these funds.

The revisions to the FY20 budget are items directly related to the Coronavirus, to be reimbursed through CARES Act:

- Line 1: Loss in fares due to loss in ridership and free fares during outbreak.
- Line 5: Added \$441,449 in CARES Act that was awarded to MBTA.
- Lines 29, 39, 40, 46, 49, 69 & 70: All directly relate to Covid-19 including supplies, safety trainings and sanitation.
- Lines 55 & 56: increased wages due to Covid-19 Employer Paid Emergency Leaves, additional drivers covering those on Paid Emergency Leave, and additional cleaning time.

CARES Act eligible projects for preventing, preparing for, and responding to the COVID-19 disease include:

- ✓ Operating costs to maintain service
- ✓ Lost revenue due to COVID-19 public health emergency
- ✓ Purchase of personal protective equipment associated with response to the pandemic
- ✓ Administrative leave salaries for operations personnel.

STAFF RECOMMENDATION: APPROVE REVISIONS TO FY20 BUDGET

MBTA 2019-20 AMENDED BUDGET

Operations Budget

Line	Revenue Section	Approved 2019 Budget	FY 2019 Estimate	Proposed 2020 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
1	Passenger Fares	\$ 406,002	\$ 403,743	\$ 237,333	Covid-19 Loss	\$ (168,669)	-41.54%
2	National Park Service Subsidy	\$ 225,000	\$ 229,800	\$ -		\$ (225,000)	-100.00%
3	LCTOP Roadrunner Service	\$ 96,305	\$ 96,305	\$ -		\$ (96,305)	-100.00%
4	LCTOP CMC Subsidy	\$ -	\$ -	\$ 47,336		\$ 47,336	100.00%
5	Section 5311 CARES Act	\$ -	\$ -	\$ 441,449	Coronavirus Aid Security Act	\$ 441,449	100.00%
6	FTA Section 5311	\$ 398,562	\$ 398,562	\$ 398,562		\$ -	0.00%
7	Other	\$ 8,898	\$ 21,185	\$ 15,041		\$ 6,144	69.05%
8	Measure I	\$ 98,134	\$ 74,358	\$ 103,300		\$ 5,166	5.26%
9	AB 2766	\$ 337,496	\$ 339,305	\$ 40,000		\$ (297,496)	100.00%
10	LTF	\$ 2,438,872	\$ 2,438,872	\$ 2,824,270		\$ 385,398	15.80%
11	Total Revenues:	\$ 4,009,269	\$ 4,002,130	\$ 4,107,291		\$ 98,023	2.44%

Line	Administrative Expenses	Approved 2019 Budget	FY 2019 Estimate	Proposed 2020 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
12	General Manager	\$ 110,970	\$ 110,970	\$ 114,522		\$ 3,551	3.20%
13	Office Manager	\$ 84,378	\$ 84,378	\$ 87,078		\$ 2,700	3.20%
14	Office Clerk (1)	\$ 46,598	\$ 46,598	\$ 50,419		\$ 3,821	8.20%
15	Office Clerk (2)	\$ 19,095	\$ 19,095	\$ 19,706		\$ 611	3.20%
16	Board Meetings	\$ 7,000	\$ 4,000	\$ 7,000		\$ -	0.00%
17	Payroll taxes	\$ 6,873	\$ 5,247	\$ 7,129		\$ 256	3.73%
18	Health & Welfare	\$ 66,816	\$ 64,582	\$ 77,256		\$ 10,440	15.63%
19	Retirement	\$ 38,987	\$ 41,921	\$ 46,339		\$ 7,352	18.86%
20	Mileage	\$ 6,000	\$ 3,765	\$ 5,000		\$ (1,000)	-16.67%
21	Outside Services	\$ 49,771	\$ 37,409	\$ 49,761		\$ (10)	-0.02%
22	Prof. Fees	\$ 113,896	\$ 60,994	\$ 77,445		\$ (36,451)	-32.00%
23	Leases/Rents/Software	\$ 6,892	\$ 6,174	\$ 7,112		\$ 221	3.20%
24	Utilities	\$ 117,826	\$ 92,926	\$ 117,826		\$ (0)	0.00%
25	Marketing/Promotions	\$ 40,493	\$ 36,524	\$ 40,493		\$ -	0.00%
26	Office Supplies	\$ 15,298	\$ 12,136	\$ 15,787		\$ 490	3.20%
27	Postage	\$ 2,338	\$ 2,884	\$ 2,913		\$ 575	24.59%
28	Printing & Reproduction	\$ 20,827	\$ 12,984	\$ 16,493		\$ (4,334)	-20.81%
29	Training/Meetings	\$ 13,920	\$ 9,326	\$ 22,866	incl Covid-19 Safety Training & Proc	\$ 8,945	64.26%
30	Interest Exp.	\$ 2,000	\$ -	\$ 2,000		\$ -	0.00%
31	Total Administration:	\$ 769,978	\$ 651,914	\$ 767,144		\$ (2,833)	-0.37%

Line	Maintenance Expenses	Approved 2019 Budget	FY 2019 Estimate	Proposed 2020 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
32	Lead Tech Supervisor	\$ 70,994	\$ 70,994	\$ 76,815		\$ 5,822	8.20%
33	Mechanic	\$ 57,355	\$ 57,355	\$ 63,091		\$ 5,736	10.00%
34	Utility Worker	\$ 39,573	\$ 39,573	\$ 40,839		\$ 1,266	3.20%
35	Maint Admin	\$ 19,095	\$ 19,095	\$ 19,706		\$ 611	3.20%
36	Payroll Taxes	\$ 2,988	\$ 2,304	\$ 3,233		\$ 245	8.20%
37	Health & Welfare	\$ 30,891	\$ 22,884	\$ 29,364		\$ (1,527)	-4.94%
38	Retirement	\$ 12,930	\$ 10,164	\$ 15,291		\$ 2,361	18.26%
39	Uniforms	\$ 2,950	\$ 2,546	\$ 4,950	incl Covid-19 Safety Uniforms	\$ 2,000	67.80%
40	Outside Services	\$ 30,952	\$ 31,910	\$ 42,942	incl Covid-19 Sanitation Expense	\$ 11,990	38.74%
41	Parts*	\$ 110,954	\$ 75,554	\$ 94,343		\$ (16,610)	-14.97%
42	Tires*	\$ 105,727	\$ 49,236	\$ 66,860		\$ (38,867)	-36.76%
43	Fluids*	\$ 26,146	\$ 13,624	\$ 19,983		\$ (6,163)	-23.57%
44	Tools	\$ 2,078	\$ 1,000	\$ 2,144		\$ 66	3.20%
45	Shop Supplies	\$ 5,843	\$ 1,830	\$ 2,905		\$ (2,938)	-50.28%
46	Facility Supplies	\$ 10,000	\$ 5,516	\$ 32,095	incl Covid-19 Supplies	\$ 22,095	220.94%
47	Accident Repair	\$ 19,987	\$ 19,987	\$ 25,626		\$ 5,640	28.22%
48	Consulting	\$ 2,454	\$ 2,454	\$ 2,533		\$ 79	3.20%
49	Training/Meetings	\$ 3,575	\$ 492	\$ 8,689	incl Covid-19 Safety Training & Proc	\$ 5,114	143.06%
50	Shelter Maintenance	\$ 2,113	\$ 2,113	\$ 2,681		\$ 568	26.86%
51	CNG Stations Maintenance	\$ 98,423	\$ 98,510	\$ 112,608		\$ 14,186	14.41%
52	Total Maintenance:	\$ 655,029	\$ 527,141	\$ 666,701		\$ 11,672	1.78%

Line	Operations Expenses	Approved 2019 Budget	FY 2019 Estimate	Proposed 2020 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
53	Operations Manager	\$ 87,658	\$ 87,658	\$ 92,041		\$ 4,383	5.00%
54	Safety & Training Supervisor	\$ 42,601	\$ 42,601	\$ 46,094		\$ 3,493	8.20%
55	Operator Wages	\$ 902,051	\$ 902,051	\$ 996,907	incl Covid-19 Paid Emerg Leave	\$ 94,856	10.52%
56	Dispatch Wages	\$ 134,591	\$ 134,384	\$ 180,269	incl Covid-19 Paid Emerg Leave	\$ 45,678	33.94%
57	Payroll Taxes	\$ 26,506	\$ 17,268	\$ 30,067		\$ 3,562	13.44%
58	Health & Welfare	\$ 297,540	\$ 271,890	\$ 251,566		\$ (45,974)	-15.45%
59	Retirement	\$ 197,165	\$ 157,176	\$ 207,023		\$ 9,858	5.00%
60	Workers' Comp.	\$ 141,000	\$ 134,376	\$ 187,000		\$ 46,000	32.62%
61	Other Employee Exp.	\$ 11,331	\$ 17,018	\$ 23,388		\$ 12,056	106.40%
62	Safety Incentive Program	\$ 8,000	\$ 8,800	\$ 8,800		\$ 800	10.00%
63	Mileage	\$ 3,300	\$ 416	\$ 1,800		\$ (1,500)	-45.45%
64	Uniforms	\$ 14,904	\$ 14,192	\$ 12,881		\$ (2,023)	-13.57%
65	Outside Services	\$ 15,373	\$ 27,790	\$ 15,865		\$ 492	3.20%
66	Tel/cell/internet/fax etc.	\$ 28,121	\$ 26,434	\$ 29,741		\$ 1,620	5.76%
67	Radio Exp.	\$ 10,000	\$ 8,464	\$ 10,000		\$ -	0.00%
68	Fuel	\$ 343,953	\$ 116,622	\$ 219,960		\$ (123,994)	-36.05%
69	Training/Meetings	\$ 3,500	\$ 3,476	\$ 13,900	incl Covid-19 Safety Training & Proc	\$ 10,400	297.14%
70	Insurance	\$ 287,809	\$ 287,809	\$ 317,284	Covid-19 Premium Adjustments	\$ 29,475	10.24%
71	Deferred Comp Match	\$ 28,860	\$ 26,100	\$ 28,860		\$ -	0.00%
72	Total Operations:	\$ 2,584,262	\$ 2,284,526	\$ 2,673,446		\$ 89,183	3.45%

73	Grand Total Operations:	\$ 4,009,269	\$ 3,463,581	\$ 4,107,291		\$ 98,023	2.44%
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Capital Budget

Line	FY 19-20 Capital Budget	STAF	5311 (f)	SGR	LCTOP	PTMISEA	ART 3	TOTAL
74	Dispatch & Maint. Office Equip	\$ 10,000						\$ 10,000
75	Engine Overhauls	\$ 25,000						\$ 25,000
76	Shop Equipment	\$ 25,000						\$ 25,000
77	Bus Wash System	\$ 67,950						\$ 67,950
78	Staff Vehicle Replacements	\$ 50,000						\$ 50,000
79	Bus Stop Improvements				\$ 103,939		\$ 28,524	\$ 132,463
80	Roadway Project			\$ 29,640				\$ 29,640
81	Yucca Valley Surveillance			\$ 16,451				\$ 16,451
82	PV Stops			\$ 26,291				\$ 26,291
83	Bus Shelter Rehabilitations			\$ 38,934				\$ 38,934
85	Total Capital Budget:	\$ 177,950	\$ -	\$ 111,316	\$ 103,939	\$ -	\$ 28,524	\$ 421,729

TREP Budget

Line	FY 19-20 Trep Budget	STA	5310	Expenses	TOTAL
86	TREP Revenue	3 Year Award FY18, FY19 & FY20	\$ 1,000	\$180,118	\$ 181,118
87	Program Administrator			\$ 16,008	\$ (16,008)
88	Client Relations Clerk			\$ 29,959	\$ (29,959)
89	Administrative Expenses			\$ 10,000	\$ (10,000)
90	Mileage Reimbursements			\$ 105,000	\$ (105,000)
91	Total TREP Budget:		\$ 1,000	\$180,118	\$ 20,162

Procurement Budget

Line	FY 19-20 Procurement Budget	Revenue*	Expenses	TOTAL
92	Procurement Bid Income	Conservative Estimate	\$ 315,000	\$ 315,000
93	TAG Program		\$ 50,000	\$ (50,000)
94	29 Palms Land		\$265,000	\$ (265,000)
95	Procurement Bid Expenses	Director, Consulting, Legal, Meetings, etc.	\$120,000	\$ (120,000)
96	Total Procurement Budget:		\$ 315,000	\$ (120,000)

*Revenue estimate-based on expected sales. To be incorporated into support funding upon receipt.

Taxi Budget

Line	FY 19-20 Taxi Budget	Revenue	Expenses	TOTAL
97	Revenue	\$ 20,680		\$ 20,680
98	Administrative Expenses		\$ 20,680	\$ (20,680)
99	Total Taxi Budget:	\$ 20,680	\$ 20,680	\$ -

MORONGO BASIN TRANSIT AUTHORITY

To: MBTA Board of Directors

From: Mark Goodale, GM 

Date: May 19, 2020

Re: FY 2020/21 Draft MBTA Operating and Capital Budgets

Presented for your review is MBTA's FY 2020/21 Draft Operating and Capital Budgets.

Revenue Summary -

- Estimated \$200,000 in passenger fare revenue is reduced due to loss of ridership as a result of COVID -19.
- LCTOP CMC Subsidy - \$77,065. This Low Carbon Transit Operating Program will be used to continue the free fare subsidy for Copper Mountain College students.
- Federal (5311) funding for FY21 is \$421,203. Remains stable.
- Other \$15,041 – CNG Fuel Sold, Interest, etc.
- Measure I Operations Funds - \$92,800. Measure I, a half-cent sales tax collected throughout San Bernardino County for transportation improvements for service to the Senior and Disabled.
- AB2766- MDAQMD - \$40,000. On-going fixed apportionment. AB2766 is a Bill that authorizes a \$6 motor vehicle registration fee surcharge to provide funds to local jurisdictions that assist in the reduction of mobile source emissions (such as funding of transit operations)
- Total LTF available for transit operations is \$2,836,359 budgeted to cover operating expenses. LTF comes from .25% of sales tax generated within the County. The Transportation Development Act (TDA) provides the Local Transportation Fund (LTF), which is a major source of funding for public transportation. These funds are for the development and support of public transportation needs that exist in the basin and are allocated to area of each county based on taxable sales and fare revenue. Some areas of the county have the option of using LTF for local streets and roads projects, if they can show there are no unmet transit needs.
- MBTA is expected to receive \$449,685, as part of the Coronavirus Aid, Relief and Economic Security Act (CARES Act), two billion of it has been apportioned to assist rural transit agencies recover any and all expenses related to COVID -19, CARES and the FFCRA. These dollars are FTA 5311 supplemental funds and are not intended to free up any additional dollars as all other agency revenue must be used first in order to remain eligible for these funds.

Operating Expenses

Lines 10 thru 70 are the projected expenses for the MBTA. The following are key assumptions and components used in the budgeting process for developing these numbers as well as highlights for key cost drivers. The 2.9% COLA is based on the increase cost of consumables as noted in the Consumer Pricing Index.

- Line 10, 11 & 13; two-point nine percent (2.9%) COLA
- Line 12; two-point nine percent (2.9%) COLA plus the programmed 5% merit steps
- Line 17; \$3,765 dollar increase in employer retirement contribution rate
- Line 23; \$5,000 dollar increase in marketing, to help regain lost ridership
- Line 24; \$5,458 dollar increase to go toward new Fare Security protocols, in conjunction with COVID -19 measures
- Line 27; \$6,796 dollar increase in safety and post COVID-19 training
- Lines 30 & 31; two-point nine percent (2.9%) COLA plus the programmed 5% merit steps
- Line 32 & 33; two-point nine percent (2.9%) COLA
- Line 36; \$2,525 dollar increase in employer retirement contribution rate
- Line 38; \$6,245 dollar increase in shelter sanitizing and equipment
- Line 41; \$9,939 dollar projected increase in tires
- Line 51-54, two-point nine percent (2.9%) COLA increase plus programmed 5% merit steps
- Line 57; \$10,351 dollar increase in employer retirement contribution rate
- Line 59, \$44,306 dollar rate increase in Workers Compensation due to the “hard market” and the residual effects of the economy.
- Line 66; \$10,998 dollar projected increase in CNG and Gasoline Fuels
- Line 68; \$23,680 dollar rate increase of insurance coverage throughout CalTIP pool.
- Line 69; \$4,800 dollar increase due to increase employee participation (457 program)
- Line 88, includes a two-point nine (2.9) percent COLA increase for the Director of Cooperative Purchasing and Grants

** Inflation and COLA amount is based on Los Angeles/Orange/Riverside County CPI “All Items” for December 2019.*

Capital Budget

The FY 2020/21 Capital budget is included in lines 72-79. This includes state funding for Engine Overhauls, Dispatch and Maintenance Equipment, Shop Equipment, Bus Wash System, Staff Vehicle Replacements.

STAF- \$67,500

Line 72; Dispatch and Maintenance Equipment

Line 74; Fare Media Systems

Line 75; Bus Wash System

ARTICLE 3 - \$29,380

Line 76; Enclosed Bike Racks

CMAQ – \$1,214,400

Line 77; Class H Vehicle Replacements

SGR – \$121,955

Line 73; Engine Overhauls

Line 78; Supervisor vehicle replacement

Line 79; Bus Stop Improvements

LCTOP – \$78,354

Line 79; Bus Stop Improvements

TREP Budget

TREP represented in lines 81-84; this program is funded by a 5310 Caltrans grant to administer the program. This is a volunteer driver mileage reimbursement program and is designed to “help fill the transportation gaps that exist in the Basin, helping people in inaccessible parts of MBTA’s service area to get to town for lifeline services”.

Procurement Budget

Lines 86-88 represents the MBTA’s Bus Procurement Program’s revenues and expenditures. As in the past, staff advises that this revenue source is dependent on environmental factors not under the control of MBTA and the availability of current personnel.

MBTA’s Procurement Program is an arrangement with the California Association for Coordinated Transportation (CalACT) wherein access to MBTA’s vehicle contracts and bus specifications is granted to the association’s membership for a procurement fee shared equally between the agency and CalACT. In the absence of a state contract for buses, the majority of transit agencies in the state were using the MBTA bus bid to purchase their vehicles.

This year we are conservatively projecting \$315,000 in additional income from the program due to new vehicle contract.

Staff requests that the following activities receive continued funding from the procurement project.

- Allocation of \$50,000 to the Transit Assistance Grant (TAG) program approved by the board. The TAG program is designed to assist local agencies and non-profits in the Basin with implementation of transportation programs that improve access to or augment MBTA services.

ITEM 8.2

- \$125,610 to cover expenses that may be occurred for the administration of the procurement program including the Procurement Director's wages.

Taxi Budget

Line 90-91; Continue Revenue and Administrative expenses for Taxi Regulatory activities.

Conclusion

Staff presents to you a fully supported budget that projects a 0.61% increase from FY19/20 approved budget.

Reference Materials:

- Exhibit A- Proposed Operating & Capital Budgets
- Exhibit B- 2020/2021 Taxi Budget

**STAFF RECOMMENDATION: REVIEW, DISCUSS AND PROVIDE DIRECTION TO STAFF
(NO ACTION)**

MBTA 2020-21 DRAFT BUDGET

Operations Budget

Line	Revenue Section	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
1	Passenger Fares	\$ 237,333	\$ 237,333	\$ 200,000		\$ (37,333)	-15.73%
2	LCTOP CMC Subsidy	\$ 47,336	\$ 47,336	\$ 77,065		\$ 29,729	100.00%
3	FTA Section 5311	\$ 398,562	\$ 398,562	\$ 421,203		\$ 22,641	5.68%
4	Other	\$ 15,041	\$ 27,232	\$ 15,041		\$ (0)	0.00%
5	Measure I	\$ 103,300	\$ 103,300	\$ 92,800		\$ (10,500)	-10.16%
6	AB 2766	\$ 40,000	\$ 40,000	\$ 40,000		\$ -	100.00%
7	LTF	\$ 2,824,270	\$ 2,824,270	\$ 2,836,359		\$ 12,089	0.43%
8	CARES Act (Supplement 5311)	\$ 441,449	\$ 441,449	\$ 449,685	Coronavirus Aid Security Act	\$ 8,236	1.87%
9	Total Revenues:	\$ 4,107,291	\$ 3,678,033	\$ 4,132,153		\$ 24,862	0.61%

Line	Administrative Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
10	General Manager	\$ 114,522	\$ 114,232	\$ 117,843	2.9% COLA	\$ 3,321	2.90%
11	Office Manager	\$ 87,078	\$ 87,078	\$ 89,604	2.9% COLA	\$ 2,525	2.90%
12	Office Clerk (1)	\$ 50,419	\$ 50,419	\$ 54,402	2.9% COLA + Merit	\$ 3,983	7.90%
13	Office Clerk (2)	\$ 19,706	\$ 19,706	\$ 20,277	2.9% COLA	\$ 571	2.90%
14	Board Meetings	\$ 7,000	\$ 5,000	\$ 7,000		\$ -	0.00%
15	Payroll taxes	\$ 7,129	\$ 5,474	\$ 7,379		\$ 250	3.50%
16	Health & Welfare	\$ 77,256	\$ 82,727	\$ 77,256		\$ -	0.00%
17	Retirement	\$ 46,339	\$ 44,662	\$ 50,103	Employer Rate per CalPERS	\$ 3,765	8.12%
18	Mileage	\$ 5,000	\$ 4,880	\$ 5,000		\$ -	0.00%
19	Outside Services	\$ 49,761	\$ 50,502	\$ 54,601	Facility Sanitizing	\$ 4,840	9.73%
20	Prof. Fees	\$ 77,445	\$ 55,074	\$ 77,445		\$ -	0.00%
21	Leases/Rents/Software	\$ 7,112	\$ 5,930	\$ 7,112		\$ -	0.00%
22	Utilities	\$ 117,826	\$ 96,530	\$ 101,500		\$ (16,326)	-13.86%
23	Marketing/Promotions	\$ 40,493	\$ 40,266	\$ 45,493	Add'l Ridership Marketing	\$ 5,000	12.35%
24	Office Supplies	\$ 15,787	\$ 15,715	\$ 21,245	Add'l Fare Security	\$ 5,458	34.57%
25	Postage	\$ 2,913	\$ 2,566	\$ 2,997		\$ 84	2.90%
26	Printing & Reproduction	\$ 16,493	\$ 10,128	\$ 16,971		\$ 478	2.90%
27	Training/Meetings	\$ 22,866	\$ 29,662	\$ 29,662		\$ 6,796	29.72%
28	Interest Exp.	\$ 2,000	\$ -	\$ 2,000		\$ -	0.00%
29	Total Administration:	\$ 767,145	\$ 720,549	\$ 787,891		\$ 20,746	2.70%

Line	Maintenance Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
30	Lead Tech Supervisor	\$ 76,815	\$ 76,815	\$ 82,884	2.9% COLA + Merit	\$ 6,068	7.90%
31	Mechanic	\$ 63,091	\$ 63,091	\$ 68,075	2.9% COLA + Merit	\$ 4,984	7.90%
32	Utility Worker	\$ 40,839	\$ 40,839	\$ 42,024	2.9% COLA	\$ 1,184	2.90%
33	Maint Admin	\$ 19,706	\$ 19,706	\$ 20,277	2.9% COLA	\$ 571	2.90%
34	Payroll Taxes	\$ 3,233	\$ 3,233	\$ 3,489		\$ 255	7.90%
35	Health & Welfare	\$ 29,364	\$ 24,864	\$ 29,364		\$ -	0.00%
36	Retirement	\$ 15,291	\$ 11,708	\$ 17,816	Employer Rate per CalPERS	\$ 2,525	16.51%
37	Uniforms	\$ 4,950	\$ 4,694	\$ 4,000	Safety Uniforms	\$ (950)	-19.19%
38	Outside Services	\$ 42,942	\$ 34,626	\$ 49,187	Shelters Sanitizing	\$ 6,245	14.54%
39	Parts*	\$ 94,343	\$ 48,856	\$ 55,279	Increased Parts and Costs	\$ (39,064)	-41.41%
40	Fluids*	\$ 19,983	\$ 11,016	\$ 14,974	Projected Cost Increase	\$ (5,008)	-25.06%
41	Tires*	\$ 66,860	\$ 56,567	\$ 76,799	Projected Cost Increase	\$ 9,939	14.87%
42	Accident Repair	\$ 25,626	\$ 19,465	\$ 26,369	Deductible costs	\$ 743	2.90%
43	Tools	\$ 2,144	\$ 612	\$ 2,206		\$ 62	2.90%
44	Consulting	\$ 2,533	\$ 2,540	\$ 2,606		\$ 73	2.90%
45	Shop Supplies	\$ 2,905	\$ 1,098	\$ 5,990		\$ 3,084	106.16%
46	Facility Supplies	\$ 32,095	\$ 20,878	\$ 20,878		\$ (11,217)	-34.95%
47	Training/Meetings	\$ 8,689	\$ 8,674	\$ 8,674	Increase Mtg's Covid 19	\$ (15)	-0.17%
48	Shelter Maintenance	\$ 2,681	\$ 2,732	\$ 2,732	Increase in shelters	\$ 51	1.90%
49	CNG Stations Maintenance	\$ 112,608	\$ 44,513	\$ 115,874	Increased repair frequency and parts co	\$ 3,266	2.90%
50	Total Maintenance:	\$ 666,700	\$ 496,528	\$ 649,498		\$ (17,202)	-2.58%

Line	Operations Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg. 2017 Budget	% Chg. 2019 Budget
51	Operations Manager	\$ 92,041	\$ 92,041	\$ 99,312	2.9% COLA + Merit	\$ 7,271	7.90%
52	Safety & Training Supervisor	\$ 46,094	\$ 46,094	\$ 49,736	2.9% COLA + Merit	\$ 3,641	7.90%
53	Operator Wages	\$ 996,907	\$ 996,907	\$ 926,913	2.9% COLA + Merits	\$ (69,994)	-7.02%
54	Dispatch Wages	\$ 180,269	\$ 180,269	\$ 173,694	2.9% COLA + Merits	\$ (6,575)	-3.65%
55	Payroll Taxes	\$ 30,068	\$ 30,068	\$ 29,992		\$ (76)	-0.25%
56	Health & Welfare	\$ 251,566	\$ 276,785	\$ 251,566		\$ -	0.00%
57	Retirement	\$ 207,023	\$ 197,477	\$ 217,374		\$ 10,351	5.00%
58	Safety Incentive Program	\$ 8,800	\$ 8,800	\$ 8,800		\$ -	0.00%
59	Workers' Comp.	\$ 187,000	\$ 216,608	\$ 231,306	Increased Rates (CSAC Provided)	\$ 44,306	23.69%
60	Other Employee Exp.	\$ 23,388	\$ 23,388	\$ 23,388		\$ -	0.00%
61	Mileage	\$ 1,800	\$ 890	\$ 1,800		\$ -	0.00%
62	Uniforms	\$ 12,881	\$ 11,797	\$ 13,254		\$ 374	2.90%
63	Outside Services	\$ 15,865	\$ 29,466	\$ 16,325		\$ 460	2.90%
64	Tel/cell/internet/fax etc.	\$ 29,741	\$ 28,487	\$ 31,323		\$ 1,582	5.32%
65	Radio Exp.	\$ 10,000	\$ 4,340	\$ 10,000		\$ -	0.00%
66	Fuel	\$ 219,960	\$ 257,651	\$ 230,958		\$ 10,998	5.00%
67	Training/Meetings	\$ 13,900	\$ 14,486	\$ 4,400		\$ (9,500)	-68.35%
68	Insurance	\$ 317,284	\$ 317,873	\$ 340,964	Increased CalTIP rates throughout POC	\$ 23,680	7.46%
69	Deferred Comp Match	\$ 28,860	\$ 33,205	\$ 33,660	Increased Employee Participation	\$ 4,800	16.63%
70	Total Operations:	\$ 2,673,446	\$ 2,766,632	\$ 2,694,764		\$ 21,318	0.80%

71	Grand Total Operations:	\$ 4,107,291	\$ 3,983,708	\$ 4,132,153		\$ 24,862	0.61%
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Capital Budget

Line	FY 20-21 Capital Budget	STAF	ART 3	CMAQ	SGR	LCTOP	LTF	TOTAL
72	Dispatch & Maint. Office Equip	\$ 10,000						\$ 10,000
73	Engine Overhauls				\$ 25,000			\$ 25,000
74	Fare Media Structure	\$ 50,000						\$ 50,000
75	Bus Wash System	\$ 7,500						\$ 7,500
76	Enclosed Bike Racks		\$ 29,380					\$ 29,380
77	Class H Replacement Vehicles			\$ 1,214,400				\$ 1,214,400
78	Supervisor Van				\$ 30,185			\$ 30,185
79	Bus Stop Improvements				\$ 66,770	\$ 78,354		\$ 145,124
80	Total Capital Budget:	\$ 67,500	\$ 29,380	\$ 1,214,400	\$ 121,955	\$ 78,354	\$ -	\$ 1,511,589

TREP Budget

Line	FY 20-21 Trep Budget	Revenue	Expenses	TOTAL
81	5310 Grant Award	\$ 117,668		\$ 117,668
82	Program Administrator		\$ 7,405	\$ (7,405)
83	Client Relations Clerk		\$ 34,663	\$ (34,663)
84	Mileage Reimbursements		\$ 75,600	\$ (75,600)
85	Total TREP Budget:	\$ 117,668	\$ 117,668	\$ -

Procurement Budget

Line	FY 20-21 Procurement Budget	Revenue*	Expenses	TOTAL
86	Procurement Bid Income	Conservative Estimate	\$ 315,000	\$ 315,000
87	TAG Program		\$ 50,000	\$ (50,000)
88	Procurement Bid Expenses	Director, Consulting, Legal, Meetings, etc.	\$ 125,610	\$ (125,610)
89	Total Procurement Budget:	\$ 315,000	\$ 175,610	\$ 139,390

*Revenue estimate-based on expected sales. To be incorporated into support funding upon receipt.

Taxi Budget

Line	FY 20-21 Taxi Budget	Revenue	Expenses	TOTAL
90	Revenue	\$ 13,680		\$ 13,680
91	Administrative Expenses		\$ 13,680	\$ (13,680)
92	Total Taxi Budget:	\$ 13,680	\$ 13,680	\$ -

EXHIBIT B

**MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
FY 2020/21 BUDGET**

		FY 19/20 Budget	FY 19/20 Estimate	Proposed FY 20/21	Notes
Line	Administrative Exp.				
1	Legal Expenses	3,000.00	0.00	0.00	
2	Insurance	3,000.00	3,000.00	3,000.00	
3	Taxicab Administrator	3,132.24	5,595.67	4,180.00	
4	Office Clerk	2,287.08	3,242.84	2,600.00	
5	Drug & Alcohol Testing	2,115.00	899.33	1,000.00	
6	Background Checks	576.00	213.33	250.00	
7	Printing/Office Supplies	500.00	378.67	250.00	
8	Rent & Utilities	2,400.00	2,400.00	2,400.00	
9	TOTAL EXPENSES	13,967.04	15,729.84	13,680.00	

Line	REVENUE				
10	Driver Permit Fees	900.00	800.00	500.00	<i>5 New Taxi Drivers</i>
11	Vehicle Fees	15,000.00	16,080.00	12,000.00	<i>10 Registered Cabs</i>
12	Driver Renewal Fees	1,500.00	840.00	1,080.00	<i>18 Registered Drivers</i>
13	Transfer Fees	0.00	0.00	0.00	
14	Fines	100.00	0.00	100.00	
15	TOTAL REVENUE	14,280.00	17,720.00	13,680.00	

MBTA ACRONYM LIST

CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CSAC-EIA	California State Association of Counties-Excess Insurance Authority
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
SBCTA	San Bernardino County Transportation Authority (SANBAG)
SGR	State of Good Repair
SRTP	Short Range Transit Plan
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAG	Transportation Assistance Grant Program
TREP	Transportation Reimbursement Escort Program
TSSDRA	Transit System Safety and Disaster Response Account
5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program

MBTA ROUTES

ROUTE 1	Highway Route Yucca Valley-Twenty-nine Palms
ROUTE 3A	Twenty-nine Palms-Base
ROUTE 3B	Twenty-nine Palms-Neighborhood
ROUTE 7A	North Yucca Valley
ROUTE 7B	South Yucca Valley
ROUTE 12	Palm Springs
ROUTE 15	Palm Springs Weekend
ROUTE 21	Landers
ROUTE 30 & 31	Yucca Valley Ready Ride
ROUTE 34	Twenty-nine Palms Ready Ride
ROUTE 36	Morongo Valley
ROUTE 50	Joshua Tree Ready Ride
ROUTE 1X	Highway Route Sunday Service